CITY OF BLOOMINGTON
parks and recreation

**AGENDA**

City of Bloomington Board of Park Commissioners — Council Chambers
Regular Meeting: Tuesday, February 16, 2016 4:00 – 5:30 p.m. — 401 North Morton

**CALL TO ORDER - ROLL CALL**

**A. CONSENT CALENDAR**

A-1. Approval of Minutes of January 26, 2016
A-2. Approval of Claims Submitted January 27, 2016 – February 15, 2016
A-3 Review of Business Report

**B. PUBLIC HEARINGS/APPEARANCES**

| | | | | |
|---|---|---|---|---|
| B-1. | Public Comment Period | - | | |
| B-2. | Bravo Award | - | Carson Bickley | (Nikki Wooten) |
| B-3. | Parks Partner Award | - | Bluestone Tree – Jared Oren, owner | (Julie Ramey) |
| B-4. | Staff Introductions | - | | |

**C. OTHER BUSINESS**

| | | |
|---|---|---|
| C-1. | Review/Approval of Partnership Agreement with IU School of Public Health – Recreation, Parks and Tourism Studies Department | (Paula McDevitt) |
| C-2. | Review/Approval of Prepared Food Vendor Contracts | (Marcia Veldman) |
| C-3. | Review/Approval of Softball Supply Order | (Hsiung Marler) |
| C-4. | Review/Approval Policy #2020 – Record and Reports Management | (Kim Clapp) |

**D. REPORTS**

| | | | |
|---|---|---|---|
| D-1. | Operation Division | - Environmental Resources Advisory Council Annual Report | (Melissa Clark) |
| D-2. | Recreation Division | - | |
| D-3. | Sports Division | - | |
| D-4. | Administration Division | - | |

## ADJOURNMENT

*Board packets/reports are available to the public by contacting the Department at 349-3700.*

CITY OF BLOOMINGTON
parks and recreation

**A-1**
**01-26-16**

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, January 26, 2016 Council Chambers
4:00 – 5:30 p.m. 401 N. Morton

**CALL TO ORDER**
The meeting was called to order by Mr. John Carter at 4:01 p.m.

**Board Present**: Les Coyne, John Carter, Jane St. John and Joe Hoffman

**Staff Present**: Paula McDevitt, Dave Williams, John Turnbull, Kim Clapp, Becky Higgins, Julie Ramey, Leslie Brinson, Steve Cotter, Marcia Veldman, Robin Hobson, Joanna Sparks, Ellen Campbell, Terrance Thomas, Nikki Wooten, Hsiung Marler, Elizabeth Tompkins, Jon Behrman, Lee Huss and Tim Holt.

**A. CONSENT CALENDAR**
A-1. Approval of Minutes of December 15, 2015 Meeting
A-2. Approval of Claims Submitted December 15, 2015 thru January 25, 2016
A-3. Approval of Non-Reverting Budget Amendments
A-4. Review of Business Report

Mr. John Carter made a motion to approve the Consent Calendar. Ms. Jane St. John seconded the motion. Motion unanimously carried.

**B. PUBLIC HEARINGS/APPEARANCES**

**B-1. Public Comment Period -** Mr. Ron Edge approached the podium. Mr. Edge resides at 1813 West Rosewood Drive in Northwood Estates. Mr. Edge stated he is representing the Homeowners Association of Northwood Estates. Mr. Edge presented their concerns to the Board, in regards to the placement of a cell tower in Cascades Park. Mr. Edge informed the Board the neighborhood just recently received notification of these plans. The neighborhood hopes a final decision will not be made until the Homeowners Association has time to organize, petition and present their point of view. The neighborhood's concerns are the decrease in property values and health issues, which include the threat of cancer. The neighborhood would like to see the tower moved to the northeast corner of the golf course.

The Board informed Mr. Edge all standard requirements have been met for this project. The Board has not finalized the approval of this plan. This issue will be an agenda item at a Board meeting in the near future.

Ms. Paula McDevitt stated the BPRD has recently sent e-mail communications to the Neighborhood Associations in this area. These communications explained the project as well as offered to have a BPRD representative attend future Neighborhood Association Meetings. If invited to the meetings, the representative would be available to answer questions and continue the discussion of this topic.

**B–2. Bravo Award – Dave Everton**
Nikki Wooten, Special Service Coordinator, presented Mr. Dave Everton with the January BRAVO Award for his exceptional service during the Skate with Santa event at the Frank Southern Ice Arena. Mr. Everton has been a resident of Bloomington since 1984. In February, Mr. Everton will celebrate his 28th work anniversary at Indiana University. In his spare time he is a cave explorer and mapper. He is also a talented local musician as a lead guitar and vocals for a classic rock band. Mr. Everton has been involved in past Parks and Recreation programs. Mr. Everton's passion for making people happy, combined with his patience and enthusiasm, made for a vibrant and successful Skate with Santa event. We are pleased to present Mr. Everton with our January 2016 BRAVO Award.

Mr. Everton approached the podium, accepted the award and thanked the Board.

**B-3. Parks Partner Award – None this month**

**B-4. Staff Introductions**

Mr. Tim Holt, Operations Intern, is from Bremerton, Washington. Mr. Holt a senior at Indiana University is majoring in Outdoor Recreation, Parks and Human Ecology with a Minor in History. Mr. Holt's interest are hiking, camping, playing the drum set and disc golfing. Mr. Holt's goals during his internship are to acquire a better understanding of parks management and development, gain a better insight to the best practices for controlling invasive species, and to help plan park events. Mr. Holt stated he is grateful for the opportunity to work with the Bloomington Parks and Recreation Department.

Terrance Thomas has accepted the Program Specialist position at the Banneker Community Center. Mr. Thomas was raised in Detroit, Michigan and came to Bloomington in 2007 on a football scholarship. While attending Indiana University Mr. Thomas studied criminal justice and enjoyed volunteering with many youth organizations. After graduation in May of 2011, Mr. Thomas began working at the Banneker Community Center where he developed a passion for helping people in the community. Mr. Thomas stated he is thankful to be part of the Bloomington Parks and Recreation team.

Nikki Wooten in her new role as Special Services Coordinator, will be responsible for volunteer services and program sponsorships. She will be assisting the community relations team in marketing and event planning. Ms. Wooten is from Memphis, Tennessee. During her time at Indiana University, Ms. Wooten became involved with BPRD through the SPEA Fellowship. Ms. Wooten stated it is a great privilege to have this opportunity. She looks forward to working with everyone within the department on all the great programs Parks has to offer.

The Board congratulated the Bloomington Parks and Recreation Department for hosting a successful Indiana Parks and Recreation Conference. The Board recognized Becky Higgins, 2016 President of the IPRA.

**C. OTHER BUSINESS**

**C-1. Review/Approval of Resolution 16-01 for Acting Director Appointment**

Ms. Paula McDevitt, Acting Director, presented the amendment to confirm her appointment as Acting Director of the Bloomington Parks and Recreation. Length of time will include the first six months of 2016. During this time Mr. Mick Renneisen, former Bloomington Parks and Recreation Director, will hold the position of Interim Deputy Mayor.

Mr. John Carter made a motion to approve the Resolution 16-01 for Acting Director Appointment. Ms. Jane St. John seconded the motion. Motion unanimously carried.

**C-2. Review/Approval of Resolution 16-02 to Appropriate the Parks Non-Reverting Fund**

Ms. McDevitt, Acting Director, stated this is an annual action of the Board, taken at the beginning of each year. The resolution before the Board, reflects 2016 expenses from the Non-Reverting Fund for each program. The department is seeking the Board's approval to appropriate the Parks Non-Reverting Fund.

Mr. John Carter made a motion to approve Resolution 16-02 Appropriate Parks Non-Reverting Fund. Ms. Jane St. John seconded the motion. Motion unanimously carried.

**C-3. Review/Approval of Partnership Agreement with Indiana University Health-Bloomington**

Ms. McDevitt, Acting Director, stated this is the sixth year for the collaboration between Indiana University Health Bloomington staff and Bloomington Parks and Recreations Department. This partnership has been successful through five strategic action plans, in the areas of administration, marketing, sports medicine, employee wellness, community health education and community health programming. The respective teams will continue to meet quarterly to update progress and revise future goals. Ms. McDevitt introduced Ms. Wylene Watts, Executive Director, Ortho/Neuro/Rehab.

Ms. Watts stated it is a privilege for Indiana University Health Bloomington to partnership with The City of Bloomington and the Parks and Recreation Department. This partnership allows us to collaborate from an educational perspective, focusing on health and wellness. For so long hospitals focused on illness, now we want to turn our community around and focus on health and wellness. Our administrative team is extremely proud of the continued partnership we enjoy with the Parks Department.

Ms. McDevitt and Ms. Watts reviewed a few of the events resulting from this partnership,

- IU Health Day of Service,
- 50 Expo,
- 90 Degree Pool Days
- Bloomington Walking Club

Mr. John Carter made a motion to approve the Partnership Agreement with Indiana University Health Bloomington. Ms. Jane St. John seconded the motion. Motion unanimously carried.

**C-4 Review/Approval of Partnership Agreement with the Trustees of Indiana University (Hilltop Gardens at Indiana University)**

Ms. Robin Hobson, Community Events Program Specialist, the purpose of this agreement is to provide collaborative programming and sharing of resources to better serve the community with education opportunities presented around a variety of gardening topics. BPRD offers a varied roster of popular classes to the area adults at Hilltop Gardens at Indiana University. Topics include landscaping, raising chickens, soil building and cover crops and orchard skills.

Hilltop's role in helping to cross-promote these highly-valued events increases the reach of our programming. Staff appreciates and enjoys working with Hilltop personnel and feels fortunate to be able to bring the gardening and orchard classes to area citizens.

Mr. John Carter made a motion to approve the Partnership Agreement with Indiana University (Hilltop Gardens). Ms. Jane St. John seconded the motion. Motion unanimously carried.

**C-5 Review/Approval of Consultant Contract Agreement Interior Renovations to Allison-Jukebox Center Rehabilitation of Building Trades Park Restroom.**

Mr. Dave Williams, Director of Operations, the TIF funds allocated in 2015, included the rehabilitation of Alison Jukebox electrical upgrades, restroom renovations, floor covering replacement and exterior site accessibility improvement. TIF funds were also approved for the renovation of the Building Trades Park restrooms, which are scheduled to be updated to unisex facilities. The Parks Department is recommending the Board approve the consultant contract agreement with Tabor/Bruce Architecture & Design of Bloomington for the interior renovation to the Allison-Jukebox and the rehabilitation of Building Trades Park restrooms. Mr. Williams introduced Doug Bruce with Tabor/Bruce Architecture & Design.

Mr. Bruce approached the podium and stated they were glad to be part of this project. The Allison Jukebox is a great facility but does need some infrastructure work while the Building Trades Park is in need of updates. Hopefully these repairs will allow both facilities to be of great use to the community for many years to come.

Mr. John Carter made a motion to approve the Consultant Contract Agreement Interior Renovations Allison-Jukebox Center Rehabilitation of Building Trades Park Restrooms. Ms. Jane St. John seconded the motion. Motion unanimously carried.

**C-6 Review/Approval of Partnership Agreement with Bloomington Community Orchard**

Lee Huss, Urban Forester, this partnership agreement has been in place for five years and we are seeking the Board's approval to continue the agreement with Bloomington Community Orchard. Mr. Huss introduced Josh David, Board Member of the Bloomington Community Orchard.

Mr. Josh David approached the podium. Mr. David thanked the Board for starting this partnership five years ago. What began as the initial seed money and an acre of Park property has developed into a sustainable, edible park for the community. The community has also been given the opportunity to learn and develop skills to provide community food security. The one acre of Park land, now has over a hundred fruit trees, berry bushes and asparagus. Everything you would want to put on your plates and share with your friends and family. This partnership has also given us the opportunity to provide monthly classes, quarterly events and build community around the parks. In the last five years we have been given the opportunity to create additional partnerships. Resulting in over five hundred new fruit trees being planted throughout the community.

Mr. Stephen Hale, Board Member of the Bloomington Community Orchard, approached the podium and stated the while last five years have been great success. The Community Orchard is looking forward to creating their next five year strategic

action plan. The Community Orchard has been discussing how they can build on their successes, how to increase their impact and how to engage the community. The work in the orchard and the satellite orchards will continue. We want to continue to grow and improve the educational aspect, one future plan is to provide an outdoor classroom.

Mr. Dave Williams, Director of Operations, approached the podium and thanked Mr. Huss for representing the Parks Department in this program. Mr. Williams thanked Mr. David, Mr. Hale and the other members of the Bloomington Community Orchard for their willingness to work with the Parks Department. They have stayed true to their mission and been extremely respectful of the constraints and restrictions imposed upon them. The Parks Department is heavily engaged in their campaign to create an outdoor classroom. The classroom is to be located on the site within the fenced area that has been allotted to the orchard. The Orchard is great for the community, as it demonstrate a highly visible sustainable project. The Parks Department looks forward to a continued partnership with the Bloomington Community Orchard.

Mr. John Carter made a motion to approve the Partnership Agreement with Bloomington Community Orchard. Ms. Jane St. John seconded the motion. Motion unanimously carried.

**C7. Review/Approval of Proposed Changes to the Policy Regarding Contractual Employees.**

Kim Clapp, Office Manager, the process for Contractual Employees has changed over the past few years. The policy has been thoroughly reviewed and updated to mirror these changes. The guidelines reflected in this policy align with 2016 CAPRA accreditation standard 4.8. The staff seeks the Board's approval of these changes.

Mr. John Carter made a motion to approve the Proposed Changes to the Policy Regarding Contractual Employees. Ms. Jane St. John seconded the motion. Motion unanimously carried.

**C8. Election of Officers**

Mr. Carter nominated Mr. Coyne as President of the Parks Board. Mr. Hoffman second the nomination. The nomination was unanimously carried.
Mr. Carter nominated Ms. St. John as Vice President of the Parks Board. Mr. Hoffman second the nomination. The nomination was unanimously carried.
Mr. Carter nominated Mr. Hoffman as representative to the Plan Commission. Ms. St. John second the nomination. The nomination was unanimously carried.
Mr. Carter nominated Ms. St. John as alternate representative to the Plan Commission. Mr. Hoffman second the nomination. The nomination was unanimously carried
Mr. Carter nominated Ms. Clapp as the secretary to the Parks Board. Mr. Hoffman second the nomination. The nomination was unanimously carried

**REPORTS**

**D-1. Operations Division – Invasive Plant Control**

Jon Behrman, Natural Resources Laborer, reviewed the Parks Invasive Species Management

1. Invasive species in our parks are plants, fungus or animal species that are not native to a specific location and which has a tendency to spread to a degree believed to cause damage to the environment, human economy or human health.
2. Invasive species were actively controlled in fifteen of our parks during 2015.
3. There are twenty-seven different invasive plants BPRD is currently managing
4. The management goal is to preserve and protect the vibrant ecosystems within parks. The decisions to control a species are based on a number of criteria such as our ability to restore the area to a healthy ecosystem, whether the species can be controlled effectively without endangering the ecosystem we are trying to protect, and if the species has shown itself to be invasive in similar ecosystems.
5. Early Detection/Rapid Response Monitoring for new invasive species that are spreading into this area and controlling them before they become established is vitally important. Both from a cost perspective and to prevent damage to our natural areas.
6. With the large areas that we manage volunteer efforts are vitally important to reaching our goals.
7. A number of techniques are used to manage invasive plats in natural areas. Always with an eye for the safest, most effective method that will cause as little disturbance to the surrounding ecosystem as possible.

8. Going forward we are creating an IPM policy to direct management of pests in an effective and safe manor. We are in the process of creating vegetation management plans for natural areas. In cooperation with Joanna Sparks, City Landscaper, we look forward to expanding the use of native planting in parks to promote biodiversity and reduce the use of pesticides, fertilizer and water.

The Board inquired if there are goals for invasive species management for the next five years?

Mr. Behrman stated the goals are to create a management frame work for the natural areas that discuss not only the end goals but include what plants we are going to be effective in managing with the resources we have. Directing volunteers to those efforts. Creating an Integrated Pest Management and setting thresholds.

**D-2. Recreations Division – Farmers' Market GMO Labeling Policy**

Marcia Veldman, Program Coordinator, reviewed Policy for GMO labeling at Farmers' Market. Due to consistent inquiries from Market customers, Market Staff and the support of the Farmers' Market Advisory Council, it was decided to research customer interest and concerns regarding Genetically Modified Organisms. To provide educational opportunities for the community to learn more about GMOs and explore options for appropriate policy regarding their sale at the Market. Marcia reviewed the timeline outlining the process for FMAC, farmer and customer involvement in the policy development.

After reviewing the survey results, the decision was made to require labeling of all GMO produce. At this time, five vendors are selling three GMO crops at the Farmers' Market, summer squash, zucchini and sweet corn. Staff determined, the required labeling makes it transparent as to what is being sold and gives individuals the opportunity to make their own decision as to what is best for themselves and their family.

The Board inquired how the vendors responded to the labeling requirements of the GMO produce.

Ms. Veldman stated this is an issue that has strong opinions, both for and against, the selling and labeling of GMO produce.

**D-3. Sports Division – None**

**D-4. Administration Division – None**

Ms. McDevitt reminded the Board the February Park Board Meeting has been moved and will be held on Tuesday, February 16th.

**ADJOURNMENT**

Meeting adjourned at 5:10p.m.

Respectfully Submitted,

Kim Clapp

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Kim Clapp, Secretary Board of Park Commissioners

# Board of Parks & Recreation Claim Register

Invoice Date Range 02/02/16 - 02/12/16

| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund 200 - Parks and Recreation General | | | | | | | | | | |
| Department 18 - Parks & Recreation | | | | | | | | | | |
| Program 181000 - Administration | | | | | | | | | | |
| Account 52110 - Office Supplies | | | | | | | | | | |
| 5103 - Staples Contract & Commercial, INC | 3289465331 | 18-2016 Hardcover Monthly Planner | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 9.40 |
| 5103 - Staples Contract & Commercial, INC | 3289465329 | 18-Date stamp,stickers | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 14.61 |
| 5103 - Staples Contract & Commercial, INC | 3289465332 | 18-2016 Monthly Planner | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 17.69 |
| 5103 - Staples Contract & Commercial, INC | 3290694666 | 18-Office Supplies | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 18.72 |
| 5103 - Staples Contract & Commercial, INC | 3290133035 | 18-Office Supplies | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 145.17 |
| 5103 - Staples Contract & Commercial, INC | 3290133030 | 18-Office Supplies | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 5.70 |
| 5103 - Staples Contract & Commercial, INC | 3290133031 | 18-Date stamp,stickers | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 5.40 |
| 5103 - Staples Contract & Commercial, INC | 3290133032 | 18-Date stamp,stickers | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 5.40 |
| 5103 - Staples Contract & Commercial, INC | 3290133033 | 18-Date stamp,stickers | Paid by EFT # 11014 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 14.49 |
| | | | | Account 52110 - Office Supplies Totals | | | | Invoice Transactions 9 | | $236.58 |
| Account 53910 - Dues and Subscriptions | | | | | | | | | | |
| 53273 - National Recreation & Park Association (NRPA) | 12169 010816 | 18-CAPRA 2016 Annual Fee | Paid by Check # 62511 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 1,650.00 |
| | | | | Account 53910 - Dues and Subscriptions Totals | | | | Invoice Transactions 1 | | $1,650.00 |
| Account 53990 - Other Services and Charges | | | | | | | | | | |
| 4187 - Plug & Pay Technologies | 02020215383128 6 | 18-Gateway Monthly Charges | Paid by EFT # 10988 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 23.55 |
| 4187 - Plug & Pay Technologies | 02020215383127 9 | 18-Gateway Monthly Charges | Paid by EFT # 10988 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 95.40 |
| 4187 - Plug & Pay Technologies | 02020215383128 5 | 18-Gateway Monthly Charges | Paid by EFT # 10988 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 15.00 |
| 4187 - Plug & Pay Technologies | 02020215383128 4 | 18-Gateway Monthly Charges | Paid by EFT # 10988 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 15.00 |
| 4187 - Plug & Pay Technologies | 02020215383128 0 | 18-Gateway Monthly Charges | Paid by EFT # 10988 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 51.23 |
| 4187 - Plug & Pay Technologies | 02020215383128 1 | 18-Gateway Monthly Charges | Paid by EFT # 10988 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 15.00 |
| | | | | Account 53990 - Other Services and Charges Totals | | | | Invoice Transactions 6 | | $215.18 |
| | | | | Program 181000 - Administration Totals | | | | Invoice Transactions 16 | | $2,101.76 |
| Program 181001 - Health & Wellness | | | | | | | | | | |
| Account 52420 - Other Supplies | | | | | | | | | | |
| 9031 - Indiana Park And Recreation Association | 30671 | 18-Books for training | Paid by Check # 62495 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 17.08 |
| 4549 - Kroger Limited Partnership I | 254583 | 18-Backpack Buddies food items for IPRA | Paid by Check # 62502 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 27.32 |
| | | | | Account 52420 - Other Supplies Totals | | | | Invoice Transactions 2 | | $44.40 |
| | | | | Program 181001 - Health & Wellness Totals | | | | Invoice Transactions 2 | | $44.40 |
| Program 181100 - Marketing | | | | | | | | | | |
| Account 53320 - Advertising | | | | | | | | | | |
| 4236 - YP, LLC | 00003 020416 | 18- Yellow Pages Listing for TLRC | Paid by Check # 62535 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 324.00 |
| 4236 - YP, LLC | 00004 020416 | 18- Yellow Pages Listing Frank Southern Ice | Paid by Check # 62534 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 324.00 |
| | | | | Account 53320 - Advertising Totals | | | | Invoice Transactions 2 | | $648.00 |
| Account 53990 - Other Services and Charges | | | | | | | | | | |
| 129 - FedEx Office and Print Service, INC | 021100036777 | 18-Master Plan goals on foamcore for staff | Paid by EFT # 10919 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 171.00 |
| | | | | Account 53990 - Other Services and Charges Totals | | | | Invoice Transactions 1 | | $171.00 |
| | | | | Program 181100 - Marketing Totals | | | | Invoice Transactions 3 | | $819.00 |
| Program 182500 - Frank Southern Center | | | | | | | | | | |
| Account 52210 - Institutional Supplies | | | | | | | | | | |
| 53098 - Moore Medical, LLC | 98932341 I | 18 - FSC First Aid Supplies | Paid by Check # 62510 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 182.01 |
| | | | | Account 52210 - Institutional Supplies Totals | | | | Invoice Transactions 1 | | $182.01 |
| Account 52230 - Garage and Motor Supplies | | | | | | | | | | |
| 4283 - Accurate Cutting Technologies, INC | 42913 | FS-Sharpen Zamboni Blades | Paid by EFT # 10869 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 55.40 |
| 4283 - Accurate Cutting Technologies, INC | 43004 | 18-FS-Sharpen Zamboni Blades | Paid by EFT # 10869 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 55.40 |
| | | | | Account 52230 - Garage and Motor Supplies Totals | | | | Invoice Transactions 2 | | $110.80 |
| Account 52310 - Building Materials and Supplies | | | | | | | | | | |
| 9269 - HP Products Corporation | I2523755 | FS-Hand Dryer for Womens Bathroom | Paid by EFT # 10938 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 549.09 |
| | | | | Account 52310 - Building Materials and Supplies Totals | | | | Invoice Transactions 1 | | $549.09 |
| Account 52420 - Other Supplies | | | | | | | | | | |
| 5271 - American Athletic Shoe Company, INC | SI-111162 | 18 - FSC Rental Skates | Paid by EFT # 10873 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 770.00 |
| 394 - Kleindorfer Hardware & Variety | 471654 | 18-FS-50/50 Engine Coolant Mix for Zamboni | Paid by EFT # 10957 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 13.49 |
| 53005 - Menards, INC | 16372 | 18 - FSC Misc Supplies | Paid by Check # 62504 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 27.94 |
| | | | | Account 52420 - Other Supplies Totals | | | | Invoice Transactions 3 | | $811.43 |
| Account 53630 - Machinery and Equipment Repairs | | | | | | | | | | |
| 4902 - DEEM, LLC | 537102 | 18-FS-Maintenance for Compressor | Paid by EFT # 10911 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 1,417.95 |
| | | | | Account 53630 - Machinery and Equipment Repairs Totals | | | | Invoice Transactions 1 | | $1,417.95 |
| Account 53650 - Other Repairs | | | | | | | | | | |
| 2708 - AmeriGas Propane, LP | 3047984463 | 18-FS-Propane for Olympia | Paid by EFT # 10876 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 98.62 |
| | | | | Account 53650 - Other Repairs Totals | | | | Invoice Transactions 1 | | $98.62 |
| Account 53910 - Dues and Subscriptions | | | | | | | | | | |
| 4170 - Comcast Cable Communications, INC | 62012880180114 16 | 18-Cable | Paid by Check # 62485 | | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 86.16 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | Account 53910 - Dues and Subscriptions Totals | | | Invoice Transactions 1 | | $86.16 |
| Account 53920 - Laundry and Other Sanitation Services | | | | | | | | |
| 3588 - Cintas Corporation (Cintas #529 EFT Vendor) | 529480769 | 18 - FSC Bathroom Cleaning and Rugs | Paid by EFT # 10904 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 79.70 |
| 3588 - Cintas Corporation (Cintas #529 EFT Vendor) | 529480922 | 18- | Paid by EFT # 10904 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 109.59 |
| | | | Account 53920 - Laundry and Other Sanitation Services Totals | | | Invoice Transactions 2 | | $189.29 |
| | | | Program 182500 - Frank Southern Center Totals | | | Invoice Transactions 12 | | $3,445.35 |
| Program 183500 - Golf Services | | | | | | | | |
| Account 52210 - Institutional Supplies | | | | | | | | |
| 3892 - Midwest Color Printing, INC | 7899 | 18-Cascades 9 hole 10 play punch pass | Paid by EFT # 10966 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 69.35 |
| | | | Account 52210 - Institutional Supplies Totals | | | Invoice Transactions 1 | | $69.35 |
| Account 52320 - Motor Vehicle Repair | | | | | | | | |
| 6889 - Professional Golfcar Corporation | 142 | 18 - Cart Repair | Paid by EFT # 10990 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 61.25 |
| | | | Account 52320 - Motor Vehicle Repair Totals | | | Invoice Transactions 1 | | $61.25 |
| Account 52340 - Other Repairs and Maintenance | | | | | | | | |
| 394 - Kleindorfer Hardware & Variety | 486531 | 18 - Shop Supplies | Paid by EFT # 10957 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 122.06 |
| | | | Account 52340 - Other Repairs and Maintenance Totals | | | Invoice Transactions 1 | | $122.06 |
| Account 53150 - Communications Contract | | | | | | | | |
| 912 - Central Security Systems, INC | 380914 | 18-Annual Security System payment | Paid by Check # 62480 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 331.69 |
| | | | Account 53150 - Communications Contract Totals | | | Invoice Transactions 1 | | $331.69 |
| Account 53230 - Travel | | | | | | | | |
| 3518 - Aaron Riley Craig | 02032016 | 18 - Travel Reimbursement for PGA | Paid by EFT # 10908 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 1,084.58 |
| | | | Account 53230 - Travel Totals | | | Invoice Transactions 1 | | $1,084.58 |
| Account 53910 - Dues and Subscriptions | | | | | | | | |
| 4170 - Comcast Cable Communications, INC | 17611001501211 6 | 18-Cable | Paid by Check # 62483 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 107.30 |
| 204 - State Of Indiana | 33616 | 18-Golf Signs annual fee bypass road | Paid by Check # 62524 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 600.00 |
| | | | Account 53910 - Dues and Subscriptions Totals | | | Invoice Transactions 2 | | $707.30 |
| | | | Program 183500 - Golf Services Totals | | | Invoice Transactions 7 | | $2,376.23 |
| Program 184500 - Youth Services -Juke Box | | | | | | | | |
| Account 52310 - Building Materials and Supplies | | | | | | | | |
| 3588 - Cintas Corporation (Cintas #529 EFT Vendor) | 529466490 | 18-AJB Dustmop and rug | Paid by EFT # 10904 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 30.58 |
| 3588 - Cintas Corporation (Cintas #529 EFT Vendor) | 529482605 | 18-AJB Dustmop and rug | Paid by EFT # 10904 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 30.58 |
| | | | Account 52310 - Building Materials and Supplies Totals | | | Invoice Transactions 2 | | $61.16 |
| | | | Program 184500 - Youth Services -Juke Box Totals | | | Invoice Transactions 2 | | $61.16 |
| Program 184501 - Youth Services-Kid City Camps | | | | | | | | |
| Account 53910 - Dues and Subscriptions | | | | | | | | |
| 4486 - American Camping Association, INC | 2016 Camp Accred | 18-Kid City Accred fees | Paid by Check # 62468 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 910.00 |
| | | | Account 53910 - Dues and Subscriptions Totals | | | Invoice Transactions 1 | | $910.00 |
| | | | Program 184501 - Youth Services-Kid City Camps Totals | | | Invoice Transactions 1 | | $910.00 |
| Program 187500 - Banneker | | | | | | | | |
| Account 52310 - Building Materials and Supplies | | | | | | | | |
| 51447 - Discount Vacuum Center | 011416 | 18-BBCC New Vacuum | Paid by Check # 62488 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 491.45 |
| | | | Account 52310 - Building Materials and Supplies Totals | | | Invoice Transactions 1 | | $491.45 |
| Account 53990 - Other Services and Charges | | | | | | | | |
| 3588 - Cintas Corporation (Cintas #529 EFT Vendor) | 529480768 | 18- BBCC Restroom Sanitation | Paid by EFT # 10904 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 90.76 |
| | | | Account 53990 - Other Services and Charges Totals | | | Invoice Transactions 1 | | $90.76 |
| | | | Program 187500 - Banneker Totals | | | Invoice Transactions 2 | | $582.21 |
| Program 188001 - Inclusive Recreation | | | | | | | | |
| Account 52420 - Other Supplies | | | | | | | | |
| 9031 - Indiana Park And Recreation Association | 30671 | 18-Books for training | Paid by Check # 62495 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 17.08 |
| | | | Account 52420 - Other Supplies Totals | | | Invoice Transactions 1 | | $17.08 |
| | | | Program 188001 - Inclusive Recreation Totals | | | Invoice Transactions 1 | | $17.08 |
| Program 189000 - Operations | | | | | | | | |
| Account 52210 - Institutional Supplies | | | | | | | | |
| 18168 - Family Farm Supply, INC | 358 | 18-(98) 50# bags ProSlicer (ice melt) | Paid by Check # 62490 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 784.00 |
| | | | Account 52210 - Institutional Supplies Totals | | | Invoice Transactions 1 | | $784.00 |
| Account 52230 - Garage and Motor Supplies | | | | | | | | |
| 476 - Southern Indiana Parts, INC (Napa Auto Parts) | 069832 | 18-Misc garage/shop supplies for equipment | Paid by EFT # 11010 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 13.18 |
| | | | Account 52230 - Garage and Motor Supplies Totals | | | Invoice Transactions 1 | | $13.18 |
| Account 52310 - Building Materials and Supplies | | | | | | | | |
| 409 - Black Lumber Co INC | 272216 | 18-Misc supplies: lumber, masonry | Paid by EFT # 10884 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 133.95 |
| 394 - Kleindorfer Hardware & Variety | 509467 | 18-Misc supplies for building & construction | Paid by EFT # 10957 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 10.07 |
| 365 - Rogers Group, INC | 0071148772 | 18-Stone, gravel, 1/4-minus & sand for various | Paid by EFT # 10995 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 57.76 |
| | | | Account 52310 - Building Materials and Supplies Totals | | | Invoice Transactions 3 | | $201.78 |
| Account 52340 - Other Repairs and Maintenance | | | | | | | | |
| 394 - Kleindorfer Hardware & Variety | 509193 | 18-Misc supplies for preventive & general | Paid by EFT # 10957 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 11.90 |
| 394 - Kleindorfer Hardware & Variety | 471002 | 18-Misc supplies for preventive & general | Paid by EFT # 10957 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 25.96 |
| 53005 - Menards, INC | 16645 | 18-Misc materials/supplies for | Paid by Check # 62504 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 68.69 |
| 3496 - Smith Implements, INC | P35301 | 18-Misc parts/supplies for repairs to | Paid by EFT # 11007 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 70.13 |
| 3496 - Smith Implements, INC | P35300 | 18-Misc parts/supplies for repairs to | Paid by EFT # 11007 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 153.53 |
| 476 - Southern Indiana Parts, INC (Napa Auto Parts) | 071756 | 18-Misc parts/supplies for repairs to | Paid by EFT # 11010 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 14.50 |
| | | | Account 52340 - Other Repairs and Maintenance Totals | | | Invoice Transactions 6 | | $344.71 |
| Account 52420 - Other Supplies | | | | | | | | |
| 313 - Fastenal Company | INBLM181279 | 18-(8) 3"x1000' rolls yellow caution tape | Paid by EFT # 10918 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 46.67 |
| 394 - Kleindorfer Hardware & Variety | 508382 | 18-Misc supplies:keys, tape, flashlights, | Paid by EFT # 10957 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 82.45 |
| 394 - Kleindorfer Hardware & Variety | 508069 | 18-Misc supplies:keys, tape, flashlights, | Paid by EFT # 10957 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 2.50 |

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|---|---|---|---|---|---|---|---|---|
| 476 - Southern Indiana Parts, INC (Napa Auto Parts) | 071754 | 18-Bateries for groundskeeping | Paid by EFT # 11010 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 104.96 |
| | | | Account 52420 - Other Supplies Totals | | | Invoice Transactions 4 | | $236.58 |
| Account 53110 - Engineering and Architectural | | | | | | | | |
| 17193 - Fields Environmental, INC | 1748 | 18-Revisions tof Environmental Ph.1 | Paid by EFT # 10921 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 572.26 |
| | | | Account 53110 - Engineering and Architectural Totals | | | Invoice Transactions 1 | | $572.26 |
| Account 53920 - Laundry and Other Sanitation Services | | | | | | | | |
| 3588 - Cintas Corporation (Cintas #529 EFT Vendor) | 529482603 | 18-Mat pick-up/exchange cleaning | Paid by EFT # 10904 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 30.98 |
| 3588 - Cintas Corporation (Cintas #529 EFT Vendor) | 529481245 | 18-Mat pick-up/exchange cleaning | Paid by EFT # 10904 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 17.48 |
| | | | Account 53920 - Laundry and Other Sanitation Services Totals | | | Invoice Transactions 2 | | $48.46 |
| | | | Program 189000 - Operations Totals | | | Invoice Transactions 18 | | $2,200.97 |
| Program 189500 - Landscaping | | | | | | | | |
| Account 53160 - Instruction | | | | | | | | |
| 7204 - Purdue University | 149360 | 18-registration for 2 training sessions and the | Paid by EFT # 10992 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 158.35 |
| | | | Account 53160 - Instruction Totals | | | Invoice Transactions 1 | | $158.35 |
| | | | Program 189500 - Landscaping Totals | | | Invoice Transactions 1 | | $158.35 |
| Program 189501 - Cemeteries | | | | | | | | |
| Account 52310 - Building Materials and Supplies | | | | | | | | |
| 485 - Sam's Club | 7232 | 20v cordless drill set for Rose Hill maintenance | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 129.91 |
| | | | Account 52310 - Building Materials and Supplies Totals | | | Invoice Transactions 1 | | $129.91 |
| Account 53910 - Dues and Subscriptions | | | | | | | | |
| 3824 - Indiana Cemetery Association, INC | 01-200 | 18-Annual membership fee for ICA | Paid by EFT # 10941 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 104.50 |
| | | | Account 53910 - Dues and Subscriptions Totals | | | Invoice Transactions 1 | | $104.50 |
| | | | Program 189501 - Cemeteries Totals | | | Invoice Transactions 2 | | $234.41 |
| Program 189503 - Urban Forestry | | | | | | | | |
| Account 52420 - Other Supplies | | | | | | | | |
| 5080 - Metro Arborist Supplies (TreeStuff, INC) | 165926 | 18-Misc arborist equip:saws, pruning | Paid by EFT # 10964 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 626.84 |
| | | | Account 52420 - Other Supplies Totals | | | Invoice Transactions 1 | | $626.84 |
| Account 53160 - Instruction | | | | | | | | |
| 896 - Indiana Arborist Association | 2016 IHLA | 18-(3) Registrations for IAA Conference for (3) | Paid by EFT # 10939 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 750.00 |
| | | | Account 53160 - Instruction Totals | | | Invoice Transactions 1 | | $750.00 |
| Account 53910 - Dues and Subscriptions | | | | | | | | |
| 1419 - Indiana Urban Forest Council | 1657 | 18-Annual Membership Fee | Paid by Check # 62498 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 75.00 |
| | | | Account 53910 - Dues and Subscriptions Totals | | | Invoice Transactions 1 | | $75.00 |
| | | | Program 189503 - Urban Forestry Totals | | | Invoice Transactions 3 | | $1,451.84 |
| | | | Department 18 - Parks & Recreation Totals | | | Invoice Transactions 70 | | $14,402.76 |
| | | | Fund 200 - Parks and Recreation General Totals | | | Invoice Transactions 70 | | $14,402.76 |
| Fund 201 - Parks and Rec Non Reverting | | | | | | | | |
| Department 18 - Parks & Recreation | | | | | | | | |
| Program 181001 - Health & Wellness | | | | | | | | |
| Account 53720 - Building Rental | | | | | | | | |
| 205 - City Of Bloomington | 18-201450-1 | 18-Jazzercise use of Allison Jukebox | Paid by Check # 62482 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 48.00 |
| | | | Account 53720 - Building Rental Totals | | | Invoice Transactions 1 | | $48.00 |
| | | | Program 181001 - Health & Wellness Totals | | | Invoice Transactions 1 | | $48.00 |
| Program 182003 - Aquatics-Health & Safety | | | | | | | | |
| Account 53990 - Other Services and Charges | | | | | | | | |
| 4504 - American National Red Cross | 10417291 | 18-CPR/AED Cert. | Paid by EFT # 10875 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 17.10 |
| | | | Account 53990 - Other Services and Charges Totals | | | Invoice Transactions 1 | | $17.10 |
| | | | Program 182003 - Aquatics-Health & Safety Totals | | | Invoice Transactions 1 | | $17.10 |
| Program 182500 - Frank Southern Center | | | | | | | | |
| Account 43270 - Registration Fees | | | | | | | | |
| Young-Geun Chae | 2016-00000090 | 18-Refund | Paid by Check # 62537 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 54.25 |
| | | | Account 43270 - Registration Fees Totals | | | Invoice Transactions 1 | | $54.25 |
| Account 52330 - Street , Alley, and Sewer Material | | | | | | | | |
| 4610 - Hopscotch Coffee, LLC | 1369 | 18 - FSC Coffee Beans | Paid by EFT # 10937 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 95.00 |
| | | | Account 52330 - Street , Alley, and Sewer Material Totals | | | Invoice Transactions 1 | | $95.00 |
| Account 53940 - Temporary Contractual Employee | | | | | | | | |
| 5352 - Tyler Christensen | 01262016 | 18 - FSC Adult Hockey League Official | Paid by EFT # 10903 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 240.00 |
| 4852 - Tyler J Eichsteadt | 01262016 | 18 - FSC Adult Hockey League Official | Paid by EFT # 10915 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 120.00 |
| 5458 - Nicholas Hayashi | 01262016 | 18-Hockey Official | Paid by EFT # 10932 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 80.00 |
| | | | Account 53940 - Temporary Contractual Employee Totals | | | Invoice Transactions 3 | | $440.00 |
| Account 53990 - Other Services and Charges | | | | | | | | |
| 5335 - Shield Protection Solutions, LLC | 009 | 18 - FSC IUD2 Home Game Security | Paid by EFT # 11004 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 320.00 |
| | | | Account 53990 - Other Services and Charges Totals | | | Invoice Transactions 1 | | $320.00 |
| | | | Program 182500 - Frank Southern Center Totals | | | Invoice Transactions 6 | | $909.25 |
| Program 182501 - Frank Southern Center Concession | | | | | | | | |
| Account 52330 - Street , Alley, and Sewer Material | | | | | | | | |
| 50357 - Arrow Hockey and Sport Corp | 0095090-IN | 18 - FSC Pro Shop Supplies | Paid by Check # 62471 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 599.78 |
| 9269 - HP Products Corporation | I2533024 | 18 - FSC Coffee Supplies | Paid by EFT # 10938 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 152.63 |
| 485 - Sam's Club | 3071 | 18 - FSC Concession Supplies | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 128.96 |
| 485 - Sam's Club | 4190 | 18 - FSC Concession Supplies | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 163.00 |
| 485 - Sam's Club | 0375 | 18 - FSC Concession Supplies | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 175.80 |
| 485 - Sam's Club | 0962 | 18 - FSC Concession Supplies | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 458.07 |
| 485 - Sam's Club | 2349 06437 | 18- | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 130.19 |
| | | | Account 52330 - Street , Alley, and Sewer Material Totals | | | Invoice Transactions 7 | | $1,808.43 |
| | | | Program 182501 - Frank Southern Center Concession Totals | | | Invoice Transactions 7 | | $1,808.43 |
| Program 183500 - Golf Services | | | | | | | | |
| Account 52330 - Street , Alley, and Sewer Material | | | | | | | | |

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|---|---|---|---|---|---|---|---|---|
| 199 - Monroe County Government | 2016 Food Licens | 18-Food Establishment License Renewal | Paid by Check # 62508 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 100.00 |
| | | | Account 52330 - Street , Alley, and Sewer Material Totals | | | Invoice Transactions 1 | | $100.00 |
| | | | Program 183500 - Golf Services Totals | | | Invoice Transactions 1 | | $100.00 |
| Program 183501 - Golf Course - Pro Shop | | | | | | | | |
| Account 52210 - Institutional Supplies | | | | | | | | |
| 485 - Sam's Club | 0148 | 18 - Industrial Supplies | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 9.57 |
| | | | Account 52210 - Institutional Supplies Totals | | | Invoice Transactions 1 | | $9.57 |
| Account 52330 - Street , Alley, and Sewer Material | | | | | | | | |
| 4072 - Acushnet Company | 901842892 | 18 - Merchandise | Paid by Check # 62466 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 101.00 |
| 4072 - Acushnet Company | 901842730 | 18 - Merchandise | Paid by Check # 62466 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 459.00 |
| 53619 - Ping, INC | 13114529 | 18 - Merchandise | Paid by EFT # 10987 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 1,299.50 |
| 53619 - Ping, INC | 13104879 | 18 - Merchandise | Paid by EFT # 10987 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 443.56 |
| | | | Account 52330 - Street , Alley, and Sewer Material Totals | | | Invoice Transactions 4 | | $2,303.06 |
| | | | Program 183501 - Golf Course - Pro Shop Totals | | | Invoice Transactions 5 | | $2,312.63 |
| Program 184500 - Youth Services -Jake Box | | | | | | | | |
| Account 53940 - Temporary Contractual Employee | | | | | | | | |
| 3805 - Margot Scholz | 02122016 | 18-Ballroom Dance Instructor | Paid by Check # 62522 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 950.00 |
| | | | Account 53940 - Temporary Contractual Employee Totals | | | Invoice Transactions 1 | | $950.00 |
| | | | Program 184500 - Youth Services -Jake Box Totals | | | Invoice Transactions 1 | | $950.00 |
| Program 184501 - Youth Services-Kid City Camps | | | | | | | | |
| Account 53160 - Instruction | | | | | | | | |
| 12906 - Amy Shrake | 2693983 | 18-ACA Midstates Conference Registration | Paid by EFT # 11005 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 200.00 |
| | | | Account 53160 - Instruction Totals | | | Invoice Transactions 1 | | $200.00 |
| | | | Program 184501 - Youth Services-Kid City Camps Totals | | | Invoice Transactions 1 | | $200.00 |
| Program 185000 - Twin Lakes Recreation Center | | | | | | | | |
| Account 43240 - Season Passes/Memberships | | | | | | | | |
| Tori Moore | 2016-00000047 | 18-Refund | Paid by Check # 62542 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 30.00 |
| | | | Account 43240 - Season Passes/Memberships Totals | | | Invoice Transactions 1 | | $30.00 |
| Account 53610 - Building Repairs | | | | | | | | |
| 53657 - Plymate, INC | 2562368 | 18 - entry mat service | Paid by EFT # 10989 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 57.92 |
| | | | Account 53610 - Building Repairs Totals | | | Invoice Transactions 1 | | $57.92 |
| Account 53910 - Dues and Subscriptions | | | | | | | | |
| 454 - DirecTV, LLC | 76659728890210 16 | 18-Sattelite Service | Paid by Check # 62487 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 144.97 |
| | | | Account 53910 - Dues and Subscriptions Totals | | | Invoice Transactions 1 | | $144.97 |
| | | | Program 185000 - Twin Lakes Recreation Center Totals | | | Invoice Transactions 3 | | $232.89 |
| Program 185002 - TLRC-Health & Wellness | | | | | | | | |
| Account 53940 - Temporary Contractual Employee | | | | | | | | |
| 5274 - Catherine T Gossett | 01282016 | 18- Group Ex Contractual Pay | Paid by EFT # 10926 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 306.00 |
| 5291 - Jordyn Kahler | 01262016 | 18- Group Ex Contractual Pay | Paid by EFT # 10953 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 90.00 |
| 1336 - Kristy L LeVert | 01282016 | 18- Group Ex Contractual Pay | Paid by EFT # 10961 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 100.00 |
| 5007 - Emeline P O'Connor | 01282016 | 18- Group Ex Contractual Pay | Paid by EFT # 10977 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 75.00 |
| 14093 - Allana Radecki | 01262016 | 18- Group Ex Contractual Pay | Paid by EFT # 10993 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 187.50 |
| 4062 - Janet Albman Scott | 01162016 | 18- Group Ex Contractual Pay | Paid by EFT # 11001 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 234.00 |
| | | | Account 53940 - Temporary Contractual Employee Totals | | | Invoice Transactions 6 | | $992.50 |
| | | | Program 185002 - TLRC-Health & Wellness Totals | | | Invoice Transactions 6 | | $992.50 |
| Program 185003 - TLRC-Basketball | | | | | | | | |
| Account 43270 - Registration Fees | | | | | | | | |
| Willis Cheaney | 2016-00000048 | 18-Refund | Paid by Check # 62538 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 85.00 |
| Monica Figg | 2016-00000051 | 18-Refund | Paid by Check # 62540 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 85.00 |
| Rachel O'Hara | 2016-00000050 | 18-Refund | Paid by Check # 62544 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 85.00 |
| Rachel O'Hara | 2016-00000089 | 18-Refund | Paid by Check # 62543 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 85.00 |
| Charles Stotler | 2016-00000049 | 18-Refund | Paid by Check # 62547 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 85.00 |
| Tammy Woods | 2016-00000046 | 18-Refund | Paid by Check # 62548 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 85.00 |
| | | | Account 43270 - Registration Fees Totals | | | Invoice Transactions 6 | | $510.00 |
| Account 52430 - Uniforms and Tools | | | | | | | | |
| 4725 - Team Pride Athletic Apparel, LLC | 10383 | 18-BYB Season III Uniforms | Paid by EFT # 11021 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 5,205.96 |
| | | | Account 52430 - Uniforms and Tools Totals | | | Invoice Transactions 1 | | $5,205.96 |
| Account 53940 - Temporary Contractual Employee | | | | | | | | |
| 5421 - Limit Nation Basketball, LLC | 01272016 | 18-Instruction Season I youth basketball | Paid by Check # 62503 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 997.92 |
| 1973 - Megan M Schwartz | 01292016 | 18-Personal Training | Paid by EFT # 11000 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 287.50 |
| | | | Account 53940 - Temporary Contractual Employee Totals | | | Invoice Transactions 2 | | $1,285.42 |
| | | | Program 185003 - TLRC-Basketball Totals | | | Invoice Transactions 9 | | $7,001.38 |
| Program 185006 - TLRC-Concessions | | | | | | | | |
| Account 52330 - Street , Alley, and Sewer Material | | | | | | | | |
| 20214 - Bottling Group, LLC (Pepsi Beverages Co) | 81589813 | 18 - concession supplies | Paid by Check # 62477 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 1,105.81 |
| 4391 - Pick And Roll 3, LLC (Orange Leaf Frozen Yogurt) | 5 | 18 - concession inventory | Paid by EFT # 10986 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 300.00 |
| 485 - Sam's Club | 3892 | 18 - concession supplies | Paid by Check # 62521 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 203.35 |
| 21145 - Sysco Corporation | 601200204 | 18 - concessions supplies | Paid by EFT # 11018 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 654.63 |
| | | | Account 52330 - Street , Alley, and Sewer Material Totals | | | Invoice Transactions 4 | | $2,263.79 |
| | | | Program 185006 - TLRC-Concessions Totals | | | Invoice Transactions 4 | | $2,263.79 |
| Program 186500 - Community Events | | | | | | | | |
| Account 52420 - Other Supplies | | | | | | | | |
| 129 - FedEx Office and Print Service, INC | 021100036757 | Foam core mounting of signs for IPRA | Paid by EFT # 10919 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 194.75 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 9031 - Indiana Park And Recreation Association | 30671 | 18-Books for training | Paid by Check # 62495 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 119.56 |
| 5103 - Staples Contract & Commercial, INC | 3289465330 | 18-IPRA pencils,pens,markers,lab | Paid by EFT # 11014 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 86.29 |
| | | | | Account 52420 - Other Supplies Totals | | Invoice Transactions 3 | | $400.60 |
| | | | | Program 186500 - Community Events Totals | | Invoice Transactions 3 | | $400.60 |
| Program 186503 - Community Events-Farmers' Market | | | | | | | | |
| Account 47230 - Gift Certificate | | | | | | | | |
| 12416 - Daniel J Graber | 467 | 18-Market Bucks and Gift Certificates | Paid by Check # 62493 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 145.00 |
| 1932 - Paul David Nord | 470 | Market Bucks and Gift Certificates | Paid by EFT # 10976 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 40.00 |
| 4428 - Nicolas S Schultz | 465 | Market Bucks and Gift Certificates | Paid by EFT # 10999 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 60.00 |
| 5154 - Soapy Soap Company | 469 | Gift Certificates | Paid by EFT # 11008 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 10.00 |
| 20294 - Erika Yochum | 468 | Market Bucks and Gift Certificates | Paid by Check # 62533 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 25.00 |
| | | | | Account 47230 - Gift Certificate Totals | | Invoice Transactions 5 | | $280.00 |
| Account 47240 - EBT Market Bucks | | | | | | | | |
| 4417 - Maria Carlassare | 471 | Market Bucks | Paid by EFT # 10898 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 12.00 |
| 12416 - Daniel J Graber | 467 | 18-Market Bucks and Gift Certificates | Paid by Check # 62493 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 117.00 |
| 1932 - Paul David Nord | 470 | Market Bucks and Gift Certificates | Paid by EFT # 10976 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 306.00 |
| 19916 - Thomas D Phillips | 466 | Market Bucks | Paid by Check # 62516 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 333.00 |
| 4428 - Nicolas S Schultz | 465 | Market Bucks and Gift Certificates | Paid by EFT # 10999 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 360.00 |
| 20294 - Erika Yochum | 468 | Market Bucks and Gift Certificates | Paid by Check # 62533 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 132.00 |
| | | | | Account 47240 - EBT Market Bucks Totals | | Invoice Transactions 6 | | $1,260.00 |
| Account 52420 - Other Supplies | | | | | | | | |
| 5103 - Staples Contract & Commercial, INC | 3290133034 | 18 FM Handbook material supplies | Paid by EFT # 11014 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 34.66 |
| | | | | Account 52420 - Other Supplies Totals | | Invoice Transactions 1 | | $34.66 |
| | | | | Program 186503 - Community Events-Farmers' Market Totals | | Invoice Transactions 12 | | $1,574.66 |
| Program 187500 - Banneker | | | | | | | | |
| Account 52420 - Other Supplies | | | | | | | | |
| 9031 - Indiana Park And Recreation Association | 30671 | 18-Books for training | Paid by Check # 62495 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 51.24 |
| | | | | Account 52420 - Other Supplies Totals | | Invoice Transactions 1 | | $51.24 |
| | | | | Program 187500 - Banneker Totals | | Invoice Transactions 1 | | $51.24 |
| Program 187503 - Banneker-Classes | | | | | | | | |
| Account 52420 - Other Supplies | | | | | | | | |
| 4585 - Pizza X, INC | 1270 | 18- BBCC Staff Meeting | Paid by Check # 62517 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 53.63 |
| | | | | Account 52420 - Other Supplies Totals | | Invoice Transactions 1 | | $53.63 |
| | | | | Program 187503 - Banneker-Classes Totals | | Invoice Transactions 1 | | $53.63 |
| Program 189006 - Switchyard Property | | | | | | | | |
| Account 52420 - Other Supplies | | | | | | | | |
| 53005 - Menards, INC | 16720 | 18-Overhead workshop heater, disconnect | Paid by Check # 62504 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 249.62 |
| | | | | Account 52420 - Other Supplies Totals | | Invoice Transactions 1 | | $249.62 |
| Account 53990 - Other Services and Charges | | | | | | | | |
| 298 - Commercial Service Of Bloomington, INC | S117881 | 18-Inspection & service to (2) hanging heaters & | Paid by EFT # 10906 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 425.00 |
| | | | | Account 53990 - Other Services and Charges Totals | | Invoice Transactions 1 | | $425.00 |
| | | | | Program 189006 - Switchyard Property Totals | | Invoice Transactions 2 | | $674.62 |
| Program G15012 - 2015 Leonard Springs Nature Days | | | | | | | | |
| Account 53990 - Other Services and Charges | | | | | | | | |
| 234 - Monroe County Community School Corporation | 25628 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 181.48 |
| 234 - Monroe County Community School Corporation | 25619 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 173.63 |
| 234 - Monroe County Community School Corporation | 25844 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 172.86 |
| 234 - Monroe County Community School Corporation | 25845 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 172.86 |
| 234 - Monroe County Community School Corporation | 25890 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 177.52 |
| 234 - Monroe County Community School Corporation | 25891 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 177.52 |
| 234 - Monroe County Community School Corporation | 25889 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 200.26 |
| 234 - Monroe County Community School Corporation | 25929 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 179.64 |
| 234 - Monroe County Community School Corporation | 25928 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 175.26 |
| | | | | Account 53990 - Other Services and Charges Totals | | Invoice Transactions 9 | | $1,611.03 |
| | | | | Program G15012 - 2015 Leonard Springs Nature Days Totals | | Invoice Transactions 9 | | $1,611.03 |
| Program G16004 - 2016 Griffy Lake Nature Days | | | | | | | | |
| Account 53990 - Other Services and Charges | | | | | | | | |
| 234 - Monroe County Community School Corporation | 25648 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 209.16 |
| 234 - Monroe County Community School Corporation | 25649 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 209.16 |
| 234 - Monroe County Community School Corporation | 25627 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 142.92 |
| 234 - Monroe County Community School Corporation | 25738 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 150.40 |
| 234 - Monroe County Community School Corporation | 25739 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 163.26 |
| 234 - Monroe County Community School Corporation | 25846 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 160.21 |
| 234 - Monroe County Community School Corporation | 25847 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 211.28 |
| 234 - Monroe County Community School Corporation | 25848 | 18- LSND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 160.21 |
| 234 - Monroe County Community School Corporation | 25911 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 179.64 |
| 234 - Monroe County Community School Corporation | 25912 | 18- GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 179.64 |
| 234 - Monroe County Community School Corporation | 25930 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | 02/12/2016 | 182.04 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 234 - Monroe County Community School Corporation | 25931 | 18-GLND bus transportation | Paid by Check # 62507 | 02/02/2016 | 02/02/2016 | 02/12/2016 | | 02/12/2016 | 182.04 |
| | | | Account 53990 - Other Services and Charges Totals | | | | Invoice Transactions 12 | | $2,129.96 |
| | | | Program G16004 - 2016 Griffy Lake Nature Days Totals | | | | Invoice Transactions 12 | | $2,129.96 |
| | | | Department 12 - Parks & Recreation Totals | | | | Invoice Transactions 85 | | $23,331.71 |
| | | | Fund 201 - Parks and Rec Non Reverting Totals | | | | Invoice Transactions 85 | | $23,331.71 |
| | | | Grand Totals | | | | Invoice Transactions 155 | | $37,734.47 |

# REGISTER OF SPECIAL CLAIMS

## Board:Parks & Recreation

| Date: | Type of Claim | FUND | Description | Bank Transfer | Amount |
|---|---|---|---|---|---|
| 1/30/2015 | Bank Fees | | | | 6,054.13 |
| 2/12/2016 | Claims | | | | 37,734.47 |
| | Sales Tax | | | | |
| 1/28/2016 | Special Utility Claims | | | | 97,033.47 |
| | | | | | 140,822.07 |

### ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing register of claims, consisting of claims, and except for the claims not allowed as shown on the register, such claims are hereby allowed in the total amount of $ 140,822.07

**Dated this _____ day of _____ year of 20_____.**

_____ _____ _____

_____ _____ _____

I herby certify that each of the above listed voucher(s) or bill(s) is (are) true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Fiscal Office_____

# REGISTER OF PAYROLL CLAIMS

## Board:Parks & Recreation

| Date: | Type of Claim | FUND | Description | Bank Transfer | Amount |
|---|---|---|---|---|---|
| 2/5/2016 | Payroll | | | | 104,462.36 |
| | | | | | 104,462.36 |

**ALLOWANCE OF CLAIMS**

We have examined the claims listed on the foregoing register of claims, consisting of **1** claim, and except for the claims not allowed as shown on the register, such claims are hereby allowed in the total amount of **$ 104,462.36**

**Dated this _____ day of _____ year of 20_____.**

_____ _____ _____

_____ _____ _____

I herby certify that each of the above listed voucher(s) or bill(s) is (are) true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Fiscal Office_____

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Ashba, Josiah L | 02/05/2016 | 88.15 | | .00 | .16 | 5.48 | 1.28 | 2.91 | .97 | .00 | 77.35 |
| 2764 | | | .00 | .00 | 88.15 | 88.15 | 88.15 | 88.15 | 88.15 | | |
| | | $88.15 | | $0.00 | $0.16 | $5.48 | $1.28 | $2.91 | $0.97 | $0.00 | $77.35 |
| | | | $0.00 | $0.00 | $88.15 | $88.15 | $88.15 | $88.15 | $88.15 | | |
| 618 Aybar, Madeline S | 02/05/2016 | 65.52 | | .00 | .00 | 4.06 | .95 | 2.16 | .72 | .00 | 57.63 |
| | | | .00 | .00 | 65.52 | 65.52 | 65.52 | 65.52 | 65.52 | | |
| | | $65.52 | | $0.00 | $0.00 | $4.06 | $0.95 | $2.16 | $0.72 | $0.00 | $57.63 |
| | | | $0.00 | $0.00 | $65.52 | $65.52 | $65.52 | $65.52 | $65.52 | | |
| 616 Baker, Emily E | 02/05/2016 | 120.12 | | .00 | .00 | 7.45 | 1.74 | 3.96 | 1.32 | .00 | 105.65 |
| | | | .00 | .00 | 120.12 | 120.12 | 120.12 | 120.12 | 120.12 | | |
| | | $120.12 | | $0.00 | $0.00 | $7.45 | $1.74 | $3.96 | $1.32 | $0.00 | $105.65 |
| | | | $0.00 | $0.00 | $120.12 | $120.12 | $120.12 | $120.12 | $120.12 | | |
| 655 Barber, Jennifer C | 02/05/2016 | 220.50 | | .00 | .00 | 13.67 | 3.20 | .93 | .31 | .00 | 202.39 |
| | | | .00 | .00 | 220.50 | 220.50 | 220.50 | 220.50 | 220.50 | | |
| | | $220.50 | | $0.00 | $0.00 | $13.67 | $3.20 | $0.93 | $0.31 | $0.00 | $202.39 |
| | | | $0.00 | $0.00 | $220.50 | $220.50 | $220.50 | $220.50 | $220.50 | | |
| 977 Barger, Jessica S | 02/05/2016 | 127.56 | | .00 | .00 | 7.91 | 1.85 | 4.21 | 1.40 | .00 | 112.19 |
| | | | .00 | .00 | 127.56 | 127.56 | 127.56 | 127.56 | 127.56 | | |
| | | $127.56 | | $0.00 | $0.00 | $7.91 | $1.85 | $4.21 | $1.40 | $0.00 | $112.19 |
| | | | $0.00 | $0.00 | $127.56 | $127.56 | $127.56 | $127.56 | $127.56 | | |
| 10000 Barnes, John L | 02/05/2016 | 1,572.80 | | .00 | 151.73 | 97.85 | 22.88 | 52.08 | 17.28 | 44.41 | 1,186.57 |
| 1558 | | | .00 | .00 | 1,578.23 | 1,578.23 | 1,578.23 | 1,578.23 | 1,578.23 | | |
| | | $1,572.80 | | $0.00 | $151.73 | $97.85 | $22.88 | $52.08 | $17.28 | $44.41 | $1,186.57 |
| | | | $0.00 | $0.00 | $1,578.23 | $1,578.23 | $1,578.23 | $1,578.23 | $1,578.23 | | |
| 1028 Barton, Carly M | 02/05/2016 | 87.12 | | .00 | .00 | 5.41 | 1.27 | 2.88 | 1.54 | .00 | 76.02 |
| | | | .00 | .00 | 87.12 | 87.12 | 87.12 | 87.12 | 87.12 | | |
| | | $87.12 | | $0.00 | $0.00 | $5.41 | $1.27 | $2.88 | $1.54 | $0.00 | $76.02 |
| | | | $0.00 | $0.00 | $87.12 | $87.12 | $87.12 | $87.12 | $87.12 | | |
| 33 Behrman, Joachim F | 02/05/2016 | 1,416.80 | | .00 | 159.07 | 88.15 | 20.61 | 45.65 | 15.15 | 44.41 | 1,043.76 |
| | | | .00 | .00 | 1,421.69 | 1,421.69 | 1,421.69 | 1,421.69 | 1,421.69 | | |
| | | $1,416.80 | | $0.00 | $159.07 | $88.15 | $20.61 | $45.65 | $15.15 | $44.41 | $1,043.76 |
| | | | $0.00 | $0.00 | $1,421.69 | $1,421.69 | $1,421.69 | $1,421.69 | $1,421.69 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 865 Berzins, Angela M | 02/05/2016 | 16.38 | | .00 | .00 | 1.02 | .24 | .00 | .00 | .00 | 15.12 |
| | | | .00 | .00 | 16.38 | 16.38 | 16.38 | 16.38 | 16.38 | | |
| | | $16.38 | | $0.00 | $0.00 | $1.02 | $0.24 | $0.00 | $0.00 | $0.00 | $15.12 |
| | | | $0.00 | $0.00 | $16.38 | $16.38 | $16.38 | $16.38 | $16.38 | | |
| 1192 Biegel, Dennis A | 02/05/2016 | 48.00 | | .00 | .00 | 2.98 | .70 | .00 | .00 | .00 | 44.32 |
| | | | .00 | .00 | 48.00 | 48.00 | 48.00 | 48.00 | 48.00 | | |
| | | $48.00 | | $0.00 | $0.00 | $2.98 | $0.70 | $0.00 | $0.00 | $0.00 | $44.32 |
| | | | $0.00 | $0.00 | $48.00 | $48.00 | $48.00 | $48.00 | $48.00 | | |
| 369 Bissonnette, William L | 02/05/2016 | 103.91 | | .00 | .00 | 6.45 | 1.50 | 2.16 | .72 | .00 | 93.08 |
| | | | .00 | .00 | 103.91 | 103.91 | 103.91 | 103.91 | 103.91 | | |
| | | $103.91 | | $0.00 | $0.00 | $6.45 | $1.50 | $2.16 | $0.72 | $0.00 | $93.08 |
| | | | $0.00 | $0.00 | $103.91 | $103.91 | $103.91 | $103.91 | $103.91 | | |
| 10000 2331 Boruff, James D | 02/05/2016 | 2,113.50 | | .00 | 131.46 | 120.31 | 28.14 | 60.50 | 20.92 | 234.76 | 1,517.41 |
| | | | .00 | .00 | 1,910.40 | 1,940.40 | 1,940.40 | 1,910.40 | 1,910.40 | | |
| | | $2,113.50 | | $0.00 | $131.46 | $120.31 | $28.14 | $60.50 | $20.92 | $234.76 | $1,517.41 |
| | | | $0.00 | $0.00 | $1,910.40 | $1,940.40 | $1,940.40 | $1,910.40 | $1,910.40 | | |
| 835 Brandon, Andrew L | 02/05/2016 | 508.13 | | .00 | 45.40 | 31.50 | 7.37 | 16.77 | 5.56 | .00 | 401.53 |
| | | | .00 | .00 | 508.13 | 508.13 | 508.13 | 508.13 | 508.13 | | |
| | | $508.13 | | $0.00 | $45.40 | $31.50 | $7.37 | $16.77 | $5.56 | $0.00 | $401.53 |
| | | | $0.00 | $0.00 | $508.13 | $508.13 | $508.13 | $508.13 | $508.13 | | |
| 10000 3831 Brewer, Adele A | 02/05/2016 | 87.36 | | .00 | .08 | 5.42 | 1.27 | 2.88 | .96 | .00 | 76.75 |
| | | | .00 | .00 | 87.36 | 87.36 | 87.36 | 87.36 | 87.36 | | |
| | | $87.36 | | $0.00 | $0.08 | $5.42 | $1.27 | $2.88 | $0.96 | $0.00 | $76.75 |
| | | | $0.00 | $0.00 | $87.36 | $87.36 | $87.36 | $87.36 | $87.36 | | |
| 10000 1682 Brinson, Leslie A | 02/05/2016 | 1,706.02 | | .00 | 137.23 | 91.85 | 21.48 | 48.89 | 16.22 | 287.08 | 1,103.27 |
| | | | .00 | .00 | 1,481.52 | 1,481.52 | 1,481.52 | 1,481.52 | 1,481.52 | | |
| | | $1,706.02 | | $0.00 | $137.23 | $91.85 | $21.48 | $48.89 | $16.22 | $287.08 | $1,103.27 |
| | | | $0.00 | $0.00 | $1,481.52 | $1,481.52 | $1,481.52 | $1,481.52 | $1,481.52 | | |
| 443 Burdeshaw, Jeffrey A | 02/05/2016 | 598.60 | | .00 | 35.63 | 37.12 | 8.67 | 18.48 | 6.13 | .00 | 492.57 |
| | | | .00 | .00 | 598.60 | 598.60 | 598.60 | 598.60 | 598.60 | | |
| | | $598.60 | | $0.00 | $35.63 | $37.12 | $8.67 | $18.48 | $6.13 | $0.00 | $492.57 |
| | | | $0.00 | $0.00 | $598.60 | $598.60 | $598.60 | $598.60 | $598.60 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Campanella, Jennifer J | 02/05/2016 | 206.50 | | .00 | .00 | 12.80 | 2.99 | 3.01 | 1.00 | .00 | 186.70 |
| 2286 | | | .00 | .00 | 206.50 | 206.50 | 206.50 | 206.50 | 206.50 | | |
| | | $206.50 | | $0.00 | $0.00 | $12.80 | $2.99 | $3.01 | $1.00 | $0.00 | $186.70 |
| | | | $0.00 | $0.00 | $206.50 | $206.50 | $206.50 | $206.50 | $206.50 | | |
| 10000 Campbell, Ellen M | 02/05/2016 | 1,353.18 | | .00 | 129.08 | 75.75 | 17.72 | 39.05 | 12.96 | 152.67 | 925.95 |
| 2727 | | | .00 | .00 | 1,221.78 | 1,221.78 | 1,221.78 | 1,221.78 | 1,221.78 | | |
| | | $1,353.18 | | $0.00 | $129.08 | $75.75 | $17.72 | $39.05 | $12.96 | $152.67 | $925.95 |
| | | | $0.00 | $0.00 | $1,221.78 | $1,221.78 | $1,221.78 | $1,221.78 | $1,221.78 | | |
| 935 Christie, Chaun W | 02/05/2016 | 117.75 | | .00 | .00 | 7.30 | 1.71 | 3.89 | 1.29 | .00 | 103.56 |
| | | | .00 | .00 | 117.75 | 117.75 | 117.75 | 117.75 | 117.75 | | |
| | | $117.75 | | $0.00 | $0.00 | $7.30 | $1.71 | $3.89 | $1.29 | $0.00 | $103.56 |
| | | | $0.00 | $0.00 | $117.75 | $117.75 | $117.75 | $117.75 | $117.75 | | |
| 916 Clapp, Kimberly J | 02/05/2016 | 1,463.23 | | .00 | 191.68 | 87.83 | 20.54 | 46.75 | 33.94 | 51.65 | 1,030.84 |
| | | | .00 | .00 | 1,416.63 | 1,416.63 | 1,416.63 | 1,416.63 | 1,416.63 | | |
| | | $1,463.23 | | $0.00 | $191.68 | $87.83 | $20.54 | $46.75 | $33.94 | $51.65 | $1,030.84 |
| | | | $0.00 | $0.00 | $1,416.63 | $1,416.63 | $1,416.63 | $1,416.63 | $1,416.63 | | |
| 1173 Clarke, Katherine S | 02/05/2016 | 174.00 | | .00 | 8.75 | 10.79 | 2.52 | 5.74 | 1.91 | .00 | 144.29 |
| | | | .00 | .00 | 174.00 | 174.00 | 174.00 | 174.00 | 174.00 | | |
| | | $174.00 | | $0.00 | $8.75 | $10.79 | $2.52 | $5.74 | $1.91 | $0.00 | $144.29 |
| | | | $0.00 | $0.00 | $174.00 | $174.00 | $174.00 | $174.00 | $174.00 | | |
| 1147 Cole, Katherine S | 02/05/2016 | 76.44 | | .00 | .00 | 4.74 | 1.11 | 2.52 | .76 | .00 | 67.31 |
| | | | .00 | .00 | 76.44 | 76.44 | 76.44 | 76.44 | 76.44 | | |
| | | $76.44 | | $0.00 | $0.00 | $4.74 | $1.11 | $2.52 | $0.76 | $0.00 | $67.31 |
| | | | $0.00 | $0.00 | $76.44 | $76.44 | $76.44 | $76.44 | $76.44 | | |
| 849 Conrad, Sara M | 02/05/2016 | 103.74 | | .00 | .00 | 6.43 | 1.50 | 2.15 | .71 | .00 | 92.95 |
| | | | .00 | .00 | 103.74 | 103.74 | 103.74 | 103.74 | 103.74 | | |
| | | $103.74 | | $0.00 | $0.00 | $6.43 | $1.50 | $2.15 | $0.71 | $0.00 | $92.95 |
| | | | $0.00 | $0.00 | $103.74 | $103.74 | $103.74 | $103.74 | $103.74 | | |
| 10000 Cornwell, Jamie R | 02/05/2016 | 824.42 | | .00 | 92.85 | 51.11 | 11.95 | 37.21 | 9.03 | .00 | 622.27 |
| 2340 | | | .00 | .00 | 824.42 | 824.42 | 824.42 | 824.42 | 824.42 | | |
| | | $824.42 | | $0.00 | $92.85 | $51.11 | $11.95 | $37.21 | $9.03 | $0.00 | $622.27 |
| | | | $0.00 | $0.00 | $824.42 | $824.42 | $824.42 | $824.42 | $824.42 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Cotter, Steve E 0123 | 02/05/2016 | 1,997.08 | | .00 | 178.70 | 118.66 | 27.74 | 61.89 | 20.54 | 90.17 | 1,499.38 |
| | | | .00 | .00 | 1,913.80 | 1,913.80 | 1,913.80 | 1,913.80 | 1,913.80 | | |
| | | $1,997.08 | | $0.00 | $178.70 | $118.66 | $27.74 | $61.89 | $20.54 | $90.17 | $1,499.38 |
| | | | $0.00 | $0.00 | $1,913.80 | $1,913.80 | $1,913.80 | $1,913.80 | $1,913.80 | | |
| 177 Craig, Aaron R | 02/05/2016 | 2,029.98 | | .00 | 167.97 | 113.86 | 26.63 | 55.65 | 18.47 | 350.54 | 1,296.86 |
| | | | .00 | .00 | 1,686.44 | 1,836.44 | 1,836.44 | 1,686.44 | 1,686.44 | | |
| | | $2,029.98 | | $0.00 | $167.97 | $113.86 | $26.63 | $55.65 | $18.47 | $350.54 | $1,296.86 |
| | | | $0.00 | $0.00 | $1,686.44 | $1,836.44 | $1,836.44 | $1,686.44 | $1,686.44 | | |
| 375 Crawford, Alexis D | 02/05/2016 | 126.15 | | .00 | .00 | 7.81 | 1.83 | 4.16 | 1.38 | .00 | 110.97 |
| | | | .00 | .00 | 126.15 | 126.15 | 126.15 | 126.15 | 126.15 | | |
| | | $126.15 | | $0.00 | $0.00 | $7.81 | $1.83 | $4.16 | $1.38 | $0.00 | $110.97 |
| | | | $0.00 | $0.00 | $126.15 | $126.15 | $126.15 | $126.15 | $126.15 | | |
| 207 Crawford, Brittany R | 02/05/2016 | 563.91 | | .00 | 32.16 | 34.96 | 8.18 | 17.34 | 5.75 | .00 | 465.52 |
| | | | .00 | .00 | 563.91 | 563.91 | 563.91 | 563.91 | 563.91 | | |
| | | $563.91 | | $0.00 | $32.16 | $34.96 | $8.18 | $17.34 | $5.75 | $0.00 | $465.52 |
| | | | $0.00 | $0.00 | $563.91 | $563.91 | $563.91 | $563.91 | $563.91 | | |
| 1141 Crim, Randi R | 02/05/2016 | 178.35 | | .00 | 14.18 | 11.06 | 2.59 | 5.89 | 1.95 | .00 | 142.68 |
| | | | .00 | .00 | 178.35 | 178.35 | 178.35 | 178.35 | 178.35 | | |
| | | $178.35 | | $0.00 | $14.18 | $11.06 | $2.59 | $5.89 | $1.95 | $0.00 | $142.68 |
| | | | $0.00 | $0.00 | $178.35 | $178.35 | $178.35 | $178.35 | $178.35 | | |
| 611 Cutshall, Ryan C | 02/05/2016 | 311.03 | | .00 | 6.87 | 19.28 | 4.51 | 8.99 | 2.98 | .00 | 268.40 |
| | | | .00 | .00 | 311.03 | 311.03 | 311.03 | 311.03 | 311.03 | | |
| | | $311.03 | | $0.00 | $6.87 | $19.28 | $4.51 | $8.99 | $2.98 | $0.00 | $268.40 |
| | | | $0.00 | $0.00 | $311.03 | $311.03 | $311.03 | $311.03 | $311.03 | | |
| 939 Dufor, Breana A | 02/05/2016 | 354.16 | | .00 | 26.76 | 21.96 | 5.14 | 10.42 | 3.46 | .00 | 286.42 |
| | | | .00 | .00 | 354.16 | 354.16 | 354.16 | 354.16 | 354.16 | | |
| | | $354.16 | | $0.00 | $26.76 | $21.96 | $5.14 | $10.42 | $3.46 | $0.00 | $286.42 |
| | | | $0.00 | $0.00 | $354.16 | $354.16 | $354.16 | $354.16 | $354.16 | | |
| 10000 Dunbar, Barbara 0156 | 02/05/2016 | 1,670.20 | | .00 | 174.50 | 100.04 | 23.40 | 49.04 | 16.27 | 145.65 | 1,161.30 |
| | | | .00 | .00 | 1,524.55 | 1,613.55 | 1,613.55 | 1,524.55 | 1,524.55 | | |
| | | $1,670.20 | | $0.00 | $174.50 | $100.04 | $23.40 | $49.04 | $16.27 | $145.65 | $1,161.30 |
| | | | $0.00 | $0.00 | $1,524.55 | $1,613.55 | $1,613.55 | $1,524.55 | $1,524.55 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Eads, Daren S 0162 | 02/05/2016 | 1,888.71 | | .00 | 151.23 | 103.84 | 24.29 | 51.97 | 17.24 | 412.39 | 1,127.75 |
| | | | .00 | .00 | 1,574.84 | 1,674.84 | 1,674.84 | 1,574.84 | 1,574.84 | | |
| | | $1,888.71 | | $0.00 | $151.23 | $103.84 | $24.29 | $51.97 | $17.24 | $412.39 | $1,127.75 |
| | | | $0.00 | $0.00 | $1,574.84 | $1,674.84 | $1,674.84 | $1,574.84 | $1,574.84 | | |
| 413 Eichsteadt, Tyler J | 02/05/2016 | 152.96 | | .00 | 6.64 | 9.48 | 2.22 | 5.05 | 1.68 | .00 | 127.89 |
| | | | .00 | .00 | 152.96 | 152.96 | 152.96 | 152.96 | 152.96 | | |
| | | $152.96 | | $0.00 | $6.64 | $9.48 | $2.22 | $5.05 | $1.68 | $0.00 | $127.89 |
| | | | $0.00 | $0.00 | $152.96 | $152.96 | $152.96 | $152.96 | $152.96 | | |
| 10000 Evans, John W 3571 | 02/05/2016 | 330.59 | | .00 | .00 | 20.50 | 4.79 | 9.64 | 3.20 | .00 | 292.46 |
| | | | .00 | .00 | 330.59 | 330.59 | 330.59 | 330.59 | 330.59 | | |
| | | $330.59 | | $0.00 | $0.00 | $20.50 | $4.79 | $9.64 | $3.20 | $0.00 | $292.46 |
| | | | $0.00 | $0.00 | $330.59 | $330.59 | $330.59 | $330.59 | $330.59 | | |
| 619 Fassino, Karen J | 02/05/2016 | 32.76 | | .00 | .00 | 2.03 | .48 | 1.08 | .36 | .00 | 28.81 |
| | | | .00 | .00 | 32.76 | 32.76 | 32.76 | 32.76 | 32.76 | | |
| | | $32.76 | | $0.00 | $0.00 | $2.03 | $0.48 | $1.08 | $0.36 | $0.00 | $28.81 |
| | | | $0.00 | $0.00 | $32.76 | $32.76 | $32.76 | $32.76 | $32.76 | | |
| 10000 Fletcher, Lelah O 3806 | 02/05/2016 | 232.05 | | .00 | 14.55 | 14.39 | 3.36 | 7.66 | 2.54 | .00 | 189.55 |
| | | | .00 | .00 | 232.05 | 232.05 | 232.05 | 232.05 | 232.05 | | |
| | | $232.05 | | $0.00 | $14.55 | $14.39 | $3.36 | $7.66 | $2.54 | $0.00 | $189.55 |
| | | | $0.00 | $0.00 | $232.05 | $232.05 | $232.05 | $232.05 | $232.05 | | |
| 10000 Foddrill, Donald 0192 | 02/05/2016 | 1,592.00 | | .00 | 177.24 | 95.66 | 22.37 | 49.64 | 19.29 | 102.87 | 1,124.93 |
| | | | .00 | .00 | 1,542.81 | 1,542.81 | 1,542.81 | 1,542.81 | 1,542.81 | | |
| | | $1,592.00 | | $0.00 | $177.24 | $95.66 | $22.37 | $49.64 | $19.29 | $102.87 | $1,124.93 |
| | | | $0.00 | $0.00 | $1,542.81 | $1,542.81 | $1,542.81 | $1,542.81 | $1,542.81 | | |
| 859 Foote, Justin M | 02/05/2016 | 438.15 | | .00 | 4.01 | 27.18 | 6.35 | 13.19 | 4.38 | .00 | 383.04 |
| | | | .00 | .00 | 438.15 | 438.15 | 438.15 | 438.15 | 438.15 | | |
| | | $438.15 | | $0.00 | $4.01 | $27.18 | $6.35 | $13.19 | $4.38 | $0.00 | $383.04 |
| | | | $0.00 | $0.00 | $438.15 | $438.15 | $438.15 | $438.15 | $438.15 | | |
| 613 Forrest, Regina L | 02/05/2016 | 180.18 | | .00 | 9.36 | 11.17 | 2.61 | 5.95 | 1.97 | .00 | 149.12 |
| | | | .00 | .00 | 180.18 | 180.18 | 180.18 | 180.18 | 180.18 | | |
| | | $180.18 | | $0.00 | $9.36 | $11.17 | $2.61 | $5.95 | $1.97 | $0.00 | $149.12 |
| | | | $0.00 | $0.00 | $180.18 | $180.18 | $180.18 | $180.18 | $180.18 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 1155 Forrester, Christopher A | 02/05/2016 | 62.79 | | .00 | .00 | 3.89 | .91 | .80 | .27 | .00 | 56.92 |
| | | | .00 | .00 | 62.79 | 62.79 | 62.79 | 62.79 | 62.79 | | |
| | | $62.79 | | $0.00 | $0.00 | $3.89 | $0.91 | $0.80 | $0.27 | $0.00 | $56.92 |
| | | | $0.00 | $0.00 | $62.79 | $62.79 | $62.79 | $62.79 | $62.79 | | |
| 100000195 Fox, David M | 02/05/2016 | 1,454.40 | | .00 | 126.41 | 79.12 | 18.50 | 42.11 | 13.97 | 469.82 | 704.47 |
| | | | .00 | .00 | 1,276.07 | 1,276.07 | 1,276.07 | 1,276.07 | 1,276.07 | | |
| | | $1,454.40 | | $0.00 | $126.41 | $79.12 | $18.50 | $42.11 | $13.97 | $469.82 | $704.47 |
| | | | $0.00 | $0.00 | $1,276.07 | $1,276.07 | $1,276.07 | $1,276.07 | $1,276.07 | | |
| 1161 Freed, Michael J | 02/05/2016 | 120.12 | | .00 | 3.36 | 7.45 | 1.74 | 2.69 | 1.02 | .00 | 103.86 |
| | | | .00 | .00 | 120.12 | 120.12 | 120.12 | 120.12 | 120.12 | | |
| | | $120.12 | | $0.00 | $3.36 | $7.45 | $1.74 | $2.69 | $1.02 | $0.00 | $103.86 |
| | | | $0.00 | $0.00 | $120.12 | $120.12 | $120.12 | $120.12 | $120.12 | | |
| 918 Garner, Tiasia M | 02/05/2016 | 225.34 | | .00 | 13.88 | 13.97 | 3.27 | 7.44 | 2.47 | .00 | 184.31 |
| | | | .00 | .00 | 225.34 | 225.34 | 225.34 | 225.34 | 225.34 | | |
| | | $225.34 | | $0.00 | $13.88 | $13.97 | $3.27 | $7.44 | $2.47 | $0.00 | $184.31 |
| | | | $0.00 | $0.00 | $225.34 | $225.34 | $225.34 | $225.34 | $225.34 | | |
| 100000208 Gilstrap, Curtis L | 02/05/2016 | 1,660.80 | | .00 | 219.09 | 100.04 | 23.39 | 53.25 | 17.67 | 121.36 | 1,126.00 |
| | | | .00 | .00 | 1,613.48 | 1,613.48 | 1,613.48 | 1,613.48 | 1,613.48 | | |
| | | $1,660.80 | | $0.00 | $219.09 | $100.04 | $23.39 | $53.25 | $17.67 | $121.36 | $1,126.00 |
| | | | $0.00 | $0.00 | $1,613.48 | $1,613.48 | $1,613.48 | $1,613.48 | $1,613.48 | | |
| 58 Gingles, Pauline | 02/05/2016 | 179.08 | | .00 | .00 | 11.10 | 2.61 | 4.64 | 1.54 | 25.00 | 134.19 |
| | | | .00 | .00 | 179.08 | 179.08 | 179.08 | 179.08 | 179.08 | | |
| | | $179.08 | | $0.00 | $0.00 | $11.10 | $2.61 | $4.64 | $1.54 | $25.00 | $134.19 |
| | | | $0.00 | $0.00 | $179.08 | $179.08 | $179.08 | $179.08 | $179.08 | | |
| 1171 Goehring, Kevin M | 02/05/2016 | 318.88 | | .00 | 23.23 | 19.77 | 4.62 | 10.52 | 4.31 | .00 | 256.43 |
| | | | .00 | .00 | 318.88 | 318.88 | 318.88 | 318.88 | 318.88 | | |
| | | $318.88 | | $0.00 | $23.23 | $19.77 | $4.62 | $10.52 | $4.31 | $0.00 | $256.43 |
| | | | $0.00 | $0.00 | $318.88 | $318.88 | $318.88 | $318.88 | $318.88 | | |
| 100003368 Haag, Lynsie N | 02/05/2016 | 1,286.71 | | .00 | 58.56 | 76.01 | 17.77 | 39.19 | 13.00 | 72.18 | 1,010.00 |
| | | | .00 | .00 | 1,225.98 | 1,225.98 | 1,225.98 | 1,225.98 | 1,225.98 | | |
| | | $1,286.71 | | $0.00 | $58.56 | $76.01 | $17.77 | $39.19 | $13.00 | $72.18 | $1,010.00 |
| | | | $0.00 | $0.00 | $1,225.98 | $1,225.98 | $1,225.98 | $1,225.98 | $1,225.98 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 1168 Hadley, Alex S | 02/05/2016 | 50.88 | | .00 | .00 | 3.15 | .74 | 1.68 | .56 | .00 | 44.75 |
| | | | .00 | .00 | 50.88 | 50.88 | 50.88 | 50.88 | 50.88 | | |
| | | $50.88 | | $0.00 | $0.00 | $3.15 | $0.74 | $1.68 | $0.56 | $0.00 | $44.75 |
| | | | $0.00 | $0.00 | $50.88 | $50.88 | $50.88 | $50.88 | $50.88 | | |
| 1131 Hall, Tiffany L | 02/05/2016 | 821.40 | | .00 | 65.64 | 39.87 | 9.33 | 21.22 | 7.04 | 180.76 | 497.54 |
| | | | .00 | .00 | 643.07 | 643.07 | 643.07 | 643.07 | 643.07 | | |
| | | $821.40 | | $0.00 | $65.64 | $39.87 | $9.33 | $21.22 | $7.04 | $180.76 | $497.54 |
| | | | $0.00 | $0.00 | $643.07 | $643.07 | $643.07 | $643.07 | $643.07 | | |
| 940 Harrod, Naya R | 02/05/2016 | 457.44 | | .00 | 37.80 | 28.36 | 6.63 | 15.10 | 5.01 | .00 | 364.54 |
| | | | .00 | .00 | 457.44 | 457.44 | 457.44 | 457.44 | 457.44 | | |
| | | $457.44 | | $0.00 | $37.80 | $28.36 | $6.63 | $15.10 | $5.01 | $0.00 | $364.54 |
| | | | $0.00 | $0.00 | $457.44 | $457.44 | $457.44 | $457.44 | $457.44 | | |
| 10000 0059 Higgins, Rebecca R | 02/05/2016 | 2,157.38 | | .00 | 311.51 | 122.97 | 28.77 | 89.17 | 21.29 | 181.67 | 1,402.00 |
| | | | .00 | .00 | 1,983.15 | 1,983.15 | 1,983.15 | 1,983.15 | 1,983.15 | | |
| | | $2,157.38 | | $0.00 | $311.51 | $122.97 | $28.77 | $89.17 | $21.29 | $181.67 | $1,402.00 |
| | | | $0.00 | $0.00 | $1,983.15 | $1,983.15 | $1,983.15 | $1,983.15 | $1,983.15 | | |
| 10000 1031 Hobson, Robin | 02/05/2016 | 1,346.41 | | .00 | 67.06 | 71.62 | 16.75 | 36.85 | 12.65 | 205.10 | 936.38 |
| | | | .00 | .00 | 1,155.18 | 1,155.18 | 1,155.18 | 1,155.18 | 1,155.18 | | |
| | | $1,346.41 | | $0.00 | $67.06 | $71.62 | $16.75 | $36.85 | $12.65 | $205.10 | $936.38 |
| | | | $0.00 | $0.00 | $1,155.18 | $1,155.18 | $1,155.18 | $1,155.18 | $1,155.18 | | |
| 257 Hockersmith, Jeigh L | 02/05/2016 | 1,608.13 | | .00 | 202.85 | 96.01 | 22.46 | 51.10 | 16.96 | 69.94 | 1,148.81 |
| | | | .00 | .00 | 1,548.51 | 1,548.51 | 1,548.51 | 1,548.51 | 1,548.51 | | |
| | | $1,608.13 | | $0.00 | $202.85 | $96.01 | $22.46 | $51.10 | $16.96 | $69.94 | $1,148.81 |
| | | | $0.00 | $0.00 | $1,548.51 | $1,548.51 | $1,548.51 | $1,548.51 | $1,548.51 | | |
| 10000 3296 Hollingsworth, Michael W | 02/05/2016 | 1,555.20 | | .00 | 165.84 | 90.95 | 21.27 | 47.14 | 15.64 | 113.67 | 1,100.69 |
| | | | .00 | .00 | 1,466.81 | 1,466.81 | 1,466.81 | 1,466.81 | 1,466.81 | | |
| | | $1,555.20 | | $0.00 | $165.84 | $90.95 | $21.27 | $47.14 | $15.64 | $113.67 | $1,100.69 |
| | | | $0.00 | $0.00 | $1,466.81 | $1,466.81 | $1,466.81 | $1,466.81 | $1,466.81 | | |
| 10000 0273 Huss, Lee E | 02/05/2016 | 2,205.74 | | .00 | 200.27 | 137.23 | 32.09 | 71.77 | 28.77 | 90.95 | 1,644.66 |
| | | | .00 | .00 | 2,213.35 | 2,213.35 | 2,213.35 | 2,213.35 | 2,213.35 | | |
| | | $2,205.74 | | $0.00 | $200.27 | $137.23 | $32.09 | $71.77 | $28.77 | $90.95 | $1,644.66 |
| | | | $0.00 | $0.00 | $2,213.35 | $2,213.35 | $2,213.35 | $2,213.35 | $2,213.35 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Jacobs, Gregory D | 02/05/2016 | 1,583.66 | | .00 | 153.98 | 95.70 | 22.38 | 49.67 | 16.48 | 40.17 | 1,205.28 |
| 2092 | | | .00 | .00 | 1,543.49 | 1,543.49 | 1,543.49 | 1,543.49 | 1,543.49 | | |
| | | $1,583.66 | | $0.00 | $153.98 | $95.70 | $22.38 | $49.67 | $16.48 | $40.17 | $1,205.28 |
| | | | $0.00 | $0.00 | $1,543.49 | $1,543.49 | $1,543.49 | $1,543.49 | $1,543.49 | | |
| 921 Jayaprakasan, Nandini | 02/05/2016 | 92.82 | | .00 | .63 | 5.75 | 1.35 | 3.06 | 1.02 | .00 | 81.01 |
| | | | .00 | .00 | 92.82 | 92.82 | 92.82 | 92.82 | 92.82 | | |
| | | $92.82 | | $0.00 | $0.63 | $5.75 | $1.35 | $3.06 | $1.02 | $0.00 | $81.01 |
| | | | $0.00 | $0.00 | $92.82 | $92.82 | $92.82 | $92.82 | $92.82 | | |
| 855 Kehoe, Ivy N | 02/05/2016 | 133.77 | | .00 | 4.72 | 8.29 | 1.94 | 4.41 | 1.46 | .00 | 112.95 |
| | | | .00 | .00 | 133.77 | 133.77 | 133.77 | 133.77 | 133.77 | | |
| | | $133.77 | | $0.00 | $4.72 | $8.29 | $1.94 | $4.41 | $1.46 | $0.00 | $112.95 |
| | | | $0.00 | $0.00 | $133.77 | $133.77 | $133.77 | $133.77 | $133.77 | | |
| 10000 Kenner, Alex | 02/05/2016 | 120.00 | | .00 | .00 | 7.44 | 1.74 | 2.69 | .89 | .00 | 107.24 |
| 3412 | | | .00 | .00 | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | | |
| | | $120.00 | | $0.00 | $0.00 | $7.44 | $1.74 | $2.69 | $0.89 | $0.00 | $107.24 |
| | | | $0.00 | $0.00 | $120.00 | $120.00 | $120.00 | $120.00 | $120.00 | | |
| 10000 Kerr, William C | 02/05/2016 | 1,625.20 | | .00 | 99.80 | 86.04 | 20.12 | 43.26 | 14.35 | 521.26 | 840.37 |
| 3369 | | | .00 | .00 | 1,387.80 | 1,387.80 | 1,387.80 | 1,387.80 | 1,387.80 | | |
| | | $1,625.20 | | $0.00 | $99.80 | $86.04 | $20.12 | $43.26 | $14.35 | $521.26 | $840.37 |
| | | | $0.00 | $0.00 | $1,387.80 | $1,387.80 | $1,387.80 | $1,387.80 | $1,387.80 | | |
| 10000 Kluesner, Daniel Alan | 02/05/2016 | 1,519.20 | | .00 | 163.80 | 80.44 | 18.81 | 42.82 | 14.21 | 246.64 | 952.48 |
| 0719 | | | .00 | .00 | 1,297.46 | 1,297.46 | 1,297.46 | 1,297.46 | 1,297.46 | | |
| | | $1,519.20 | | $0.00 | $163.80 | $80.44 | $18.81 | $42.82 | $14.21 | $246.64 | $952.48 |
| | | | $0.00 | $0.00 | $1,297.46 | $1,297.46 | $1,297.46 | $1,297.46 | $1,297.46 | | |
| 10000 Knudsen, William L | 02/05/2016 | 461.47 | | .00 | 63.40 | 28.61 | 6.69 | 15.23 | 5.05 | .00 | 342.49 |
| 3346 | | | .00 | .00 | 461.47 | 461.47 | 461.47 | 461.47 | 461.47 | | |
| | | $461.47 | | $0.00 | $63.40 | $28.61 | $6.69 | $15.23 | $5.05 | $0.00 | $342.49 |
| | | | $0.00 | $0.00 | $461.47 | $461.47 | $461.47 | $461.47 | $461.47 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 911 Labis, Kolynn M | 02/05/2016 | 302.47 | | .00 | 21.59 | 18.74 | 4.39 | 9.98 | 3.31 | .00 | 244.46 |
| | | | .00 | .00 | 302.47 | 302.47 | 302.47 | 302.47 | 302.47 | | |
| | | $302.47 | | $0.00 | $21.59 | $18.74 | $4.39 | $9.98 | $3.31 | $0.00 | $244.46 |
| | | | $0.00 | $0.00 | $302.47 | $302.47 | $302.47 | $302.47 | $302.47 | | |
| 10000 0299 Lamb, Chris J | 02/05/2016 | 1,610.40 | | .00 | 123.08 | 92.58 | 21.66 | 49.28 | 16.35 | 156.35 | 1,151.10 |
| | | | .00 | .00 | 1,493.27 | 1,493.27 | 1,493.27 | 1,493.27 | 1,493.27 | | |
| | | $1,610.40 | | $0.00 | $123.08 | $92.58 | $21.66 | $49.28 | $16.35 | $156.35 | $1,151.10 |
| | | | $0.00 | $0.00 | $1,493.27 | $1,493.27 | $1,493.27 | $1,493.27 | $1,493.27 | | |
| 405 Larsen, Audrey N | 02/05/2016 | 126.00 | | .00 | .00 | 7.81 | 1.83 | 2.89 | .96 | .00 | 112.51 |
| | | | .00 | .00 | 126.00 | 126.00 | 126.00 | 126.00 | 126.00 | | |
| | | $126.00 | | $0.00 | $0.00 | $7.81 | $1.83 | $2.89 | $0.96 | $0.00 | $112.51 |
| | | | $0.00 | $0.00 | $126.00 | $126.00 | $126.00 | $126.00 | $126.00 | | |
| 470 Lavender, Jai D | 02/05/2016 | 368.14 | | .00 | 12.58 | 22.82 | 5.33 | 10.88 | 3.61 | .00 | 312.92 |
| | | | .00 | .00 | 368.14 | 368.14 | 368.14 | 368.14 | 368.14 | | |
| | | $368.14 | | $0.00 | $12.58 | $22.82 | $5.33 | $10.88 | $3.61 | $0.00 | $312.92 |
| | | | $0.00 | $0.00 | $368.14 | $368.14 | $368.14 | $368.14 | $368.14 | | |
| 10000 3600 Lavender, Matthew E | 02/05/2016 | 108.89 | | .00 | 12.24 | 6.75 | 1.59 | 8.59 | 1.19 | .00 | 78.53 |
| | | | .00 | .00 | 108.89 | 108.89 | 108.89 | 108.89 | 108.89 | | |
| | | $108.89 | | $0.00 | $12.24 | $6.75 | $1.59 | $8.59 | $1.19 | $0.00 | $78.53 |
| | | | $0.00 | $0.00 | $108.89 | $108.89 | $108.89 | $108.89 | $108.89 | | |
| 1157 Lindell, Jessica R | 02/05/2016 | 54.60 | | .00 | .00 | 3.39 | .79 | 1.80 | .60 | .00 | 48.02 |
| | | | .00 | .00 | 54.60 | 54.60 | 54.60 | 54.60 | 54.60 | | |
| | | $54.60 | | $0.00 | $0.00 | $3.39 | $0.79 | $1.80 | $0.60 | $0.00 | $48.02 |
| | | | $0.00 | $0.00 | $54.60 | $54.60 | $54.60 | $54.60 | $54.60 | | |
| 1193 Livezey, Andrew W | 02/05/2016 | 24.00 | | .00 | .00 | 1.49 | .35 | .00 | .00 | .00 | 22.16 |
| | | | .00 | .00 | 24.00 | 24.00 | 24.00 | 24.00 | 24.00 | | |
| | | $24.00 | | $0.00 | $0.00 | $1.49 | $0.35 | $0.00 | $0.00 | $0.00 | $22.16 |
| | | | $0.00 | $0.00 | $24.00 | $24.00 | $24.00 | $24.00 | $24.00 | | |
| 202 Lutes, Kathryn E | 02/05/2016 | 143.55 | | .00 | 5.70 | 8.91 | 2.08 | 4.74 | 1.57 | .00 | 120.55 |
| | | | .00 | .00 | 143.55 | 143.55 | 143.55 | 143.55 | 143.55 | | |
| | | $143.55 | | $0.00 | $5.70 | $8.91 | $2.08 | $4.74 | $1.57 | $0.00 | $120.55 |
| | | | $0.00 | $0.00 | $143.55 | $143.55 | $143.55 | $143.55 | $143.55 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 1170 Mankey, Kaleb P | 02/05/2016 | 89.18 | | .00 | .26 | 5.53 | 1.29 | 2.94 | 1.20 | .00 | 77.96 |
| | | | .00 | .00 | 89.18 | 89.18 | 89.18 | 89.18 | 89.18 | | |
| | | $89.18 | | $0.00 | $0.26 | $5.53 | $1.29 | $2.94 | $1.20 | $0.00 | $77.96 |
| | | | $0.00 | $0.00 | $89.18 | $89.18 | $89.18 | $89.18 | $89.18 | | |
| 203 Manning, Deiran A | 02/05/2016 | 301.86 | | .00 | 21.53 | 18.72 | 4.38 | 8.69 | 2.88 | .00 | 245.66 |
| | | | .00 | .00 | 301.86 | 301.86 | 301.86 | 301.86 | 301.86 | | |
| | | $301.86 | | $0.00 | $21.53 | $18.72 | $4.38 | $8.69 | $2.88 | $0.00 | $245.66 |
| | | | $0.00 | $0.00 | $301.86 | $301.86 | $301.86 | $301.86 | $301.86 | | |
| 1165 Marler, Kwang Hsiung | 02/05/2016 | 1,884.61 | | .00 | 234.67 | 113.55 | 26.56 | 60.44 | 20.06 | 53.05 | 1,376.28 |
| | | | .00 | .00 | 1,831.56 | 1,831.56 | 1,831.56 | 1,831.56 | 1,831.56 | | |
| | | $1,884.61 | | $0.00 | $234.67 | $113.55 | $26.56 | $60.44 | $20.06 | $53.05 | $1,376.28 |
| | | | $0.00 | $0.00 | $1,831.56 | $1,831.56 | $1,831.56 | $1,831.56 | $1,831.56 | | |
| 988 McCalla, Mattie L | 02/05/2016 | 401.72 | | .00 | .00 | 24.91 | 5.82 | 13.26 | 4.40 | .00 | 353.33 |
| | | | .00 | .00 | 401.72 | 401.72 | 401.72 | 401.72 | 401.72 | | |
| | | $401.72 | | $0.00 | $0.00 | $24.91 | $5.82 | $13.26 | $4.40 | $0.00 | $353.33 |
| | | | $0.00 | $0.00 | $401.72 | $401.72 | $401.72 | $401.72 | $401.72 | | |
| 10000 McDevitt, Paula M 0333 | 02/05/2016 | 2,892.66 | | .00 | 325.53 | 179.34 | 41.94 | 94.19 | 31.25 | 53.23 | 2,167.18 |
| | | | .00 | .00 | 2,892.66 | 2,892.66 | 2,892.66 | 2,892.66 | 2,892.66 | | |
| | | $2,892.66 | | $0.00 | $325.53 | $179.34 | $41.94 | $94.19 | $31.25 | $53.23 | $2,167.18 |
| | | | $0.00 | $0.00 | $2,892.66 | $2,892.66 | $2,892.66 | $2,892.66 | $2,892.66 | | |
| 876 McGhee, Brandon | 02/05/2016 | 515.92 | | .00 | 27.36 | 31.99 | 7.48 | 15.76 | 5.23 | .00 | 428.10 |
| | | | .00 | .00 | 515.92 | 515.92 | 515.92 | 515.92 | 515.92 | | |
| | | $515.92 | | $0.00 | $27.36 | $31.99 | $7.48 | $15.76 | $5.23 | $0.00 | $428.10 |
| | | | $0.00 | $0.00 | $515.92 | $515.92 | $515.92 | $515.92 | $515.92 | | |
| 10000 McGlothlin, Brenda S 0330 | 02/05/2016 | 986.40 | | .00 | 65.76 | 61.15 | 14.31 | 32.55 | 10.80 | .00 | 801.83 |
| | | | .00 | .00 | 986.40 | 986.40 | 986.40 | 986.40 | 986.40 | | |
| | | $986.40 | | $0.00 | $65.76 | $61.15 | $14.31 | $32.55 | $10.80 | $0.00 | $801.83 |
| | | | $0.00 | $0.00 | $986.40 | $986.40 | $986.40 | $986.40 | $986.40 | | |
| 10000 McGlothlin, Kelly M 2366 | 02/05/2016 | 189.25 | | .00 | 10.27 | 11.73 | 2.74 | 6.25 | 2.07 | .00 | 156.19 |
| | | | .00 | .00 | 189.25 | 189.25 | 189.25 | 189.25 | 189.25 | | |
| | | $189.25 | | $0.00 | $10.27 | $11.73 | $2.74 | $6.25 | $2.07 | $0.00 | $156.19 |
| | | | $0.00 | $0.00 | $189.25 | $189.25 | $189.25 | $189.25 | $189.25 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 1042 Meacham, Bart C | 02/05/2016 | 184.48 | | .00 | .00 | 11.44 | 2.67 | 4.82 | 1.60 | .00 | 163.95 |
| | | | .00 | .00 | 184.48 | 184.48 | 184.48 | 184.48 | 184.48 | | |
| | | $184.48 | | $0.00 | $0.00 | $11.44 | $2.67 | $4.82 | $1.60 | $0.00 | $163.95 |
| | | | $0.00 | $0.00 | $184.48 | $184.48 | $184.48 | $184.48 | $184.48 | | |
| 96 Miller, Alison M | 02/05/2016 | 1,591.81 | | .00 | 97.02 | 95.75 | 22.40 | 45.19 | 14.99 | 231.25 | 1,085.21 |
| | | | .00 | .00 | 1,369.25 | 1,544.25 | 1,544.25 | 1,369.25 | 1,369.25 | | |
| | | $1,591.81 | | $0.00 | $97.02 | $95.75 | $22.40 | $45.19 | $14.99 | $231.25 | $1,085.21 |
| | | | $0.00 | $0.00 | $1,369.25 | $1,544.25 | $1,544.25 | $1,369.25 | $1,369.25 | | |
| 848 Mitchell, Aricka V | 02/05/2016 | 49.14 | | .00 | .00 | 3.05 | .71 | 1.62 | .54 | .00 | 43.22 |
| | | | .00 | .00 | 49.14 | 49.14 | 49.14 | 49.14 | 49.14 | | |
| | | $49.14 | | $0.00 | $0.00 | $3.05 | $0.71 | $1.62 | $0.54 | $0.00 | $43.22 |
| | | | $0.00 | $0.00 | $49.14 | $49.14 | $49.14 | $49.14 | $49.14 | | |
| 887 Morgan, Robert A | 02/05/2016 | 215.38 | | .00 | .00 | 13.35 | 3.12 | 7.11 | 2.36 | .00 | 189.44 |
| | | | .00 | .00 | 215.38 | 215.38 | 215.38 | 215.38 | 215.38 | | |
| | | $215.38 | | $0.00 | $0.00 | $13.35 | $3.12 | $7.11 | $2.36 | $0.00 | $189.44 |
| | | | $0.00 | $0.00 | $215.38 | $215.38 | $215.38 | $215.38 | $215.38 | | |
| 10000 Neely, Lesilyn S 0361 | 02/05/2016 | 1,406.40 | | .00 | 113.69 | 82.13 | 19.21 | 43.71 | 14.50 | 86.65 | 1,046.51 |
| | | | .00 | .00 | 1,324.60 | 1,324.60 | 1,324.60 | 1,324.60 | 1,324.60 | | |
| | | $1,406.40 | | $0.00 | $113.69 | $82.13 | $19.21 | $43.71 | $14.50 | $86.65 | $1,046.51 |
| | | | $0.00 | $0.00 | $1,324.60 | $1,324.60 | $1,324.60 | $1,324.60 | $1,324.60 | | |
| 195 Nelson, Peter M | 02/05/2016 | 248.88 | | .00 | 10.66 | 15.43 | 3.61 | 18.21 | 2.73 | .00 | 198.24 |
| | | | .00 | .00 | 248.88 | 248.88 | 248.88 | 248.88 | 248.88 | | |
| | | $248.88 | | $0.00 | $10.66 | $15.43 | $3.61 | $18.21 | $2.73 | $0.00 | $198.24 |
| | | | $0.00 | $0.00 | $248.88 | $248.88 | $248.88 | $248.88 | $248.88 | | |
| 883 Nickelson, Joshua B | 02/05/2016 | 186.95 | | .00 | 30.00 | 11.59 | 2.71 | 36.17 | 22.05 | .00 | 84.43 |
| | | | .00 | .00 | 186.95 | 186.95 | 186.95 | 186.95 | 186.95 | | |
| | | $186.95 | | $0.00 | $30.00 | $11.59 | $2.71 | $36.17 | $22.05 | $0.00 | $84.43 |
| | | | $0.00 | $0.00 | $186.95 | $186.95 | $186.95 | $186.95 | $186.95 | | |
| 1162 Pan, Megan R | 02/05/2016 | 90.09 | | .00 | .36 | 5.59 | 1.31 | 1.70 | .57 | .00 | 80.56 |
| | | | .00 | .00 | 90.09 | 90.09 | 90.09 | 90.09 | 90.09 | | |
| | | $90.09 | | $0.00 | $0.36 | $5.59 | $1.31 | $1.70 | $0.57 | $0.00 | $80.56 |
| | | | $0.00 | $0.00 | $90.09 | $90.09 | $90.09 | $90.09 | $90.09 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 844 Parkes, Christa M | 02/05/2016 | 51.87 | | .00 | .00 | 3.22 | .75 | .44 | .15 | .00 | 47.31 |
| | | | .00 | .00 | 51.87 | 51.87 | 51.87 | 51.87 | 51.87 | | |
| | | $51.87 | | $0.00 | $0.00 | $3.22 | $0.75 | $0.44 | $0.15 | $0.00 | $47.31 |
| | | | $0.00 | $0.00 | $51.87 | $51.87 | $51.87 | $51.87 | $51.87 | | |
| 366 Pearson, Erik W | 02/05/2016 | 1,261.11 | | .00 | 127.68 | 75.17 | 17.58 | 40.01 | 13.28 | 53.38 | 934.01 |
| | | | .00 | .00 | 1,212.41 | 1,212.41 | 1,212.41 | 1,212.41 | 1,212.41 | | |
| | | $1,261.11 | | $0.00 | $127.68 | $75.17 | $17.58 | $40.01 | $13.28 | $53.38 | $934.01 |
| | | | $0.00 | $0.00 | $1,212.41 | $1,212.41 | $1,212.41 | $1,212.41 | $1,212.41 | | |
| 846 Perry, Caitlin C | 02/05/2016 | 43.68 | | .00 | .00 | 2.71 | .63 | .17 | .06 | .00 | 40.11 |
| | | | .00 | .00 | 43.68 | 43.68 | 43.68 | 43.68 | 43.68 | | |
| | | $43.68 | | $0.00 | $0.00 | $2.71 | $0.63 | $0.17 | $0.06 | $0.00 | $40.11 |
| | | | $0.00 | $0.00 | $43.68 | $43.68 | $43.68 | $43.68 | $43.68 | | |
| 10000 0748 Prince, Kevin L | 02/05/2016 | 1,555.20 | | .00 | 172.47 | 93.68 | 21.91 | 49.86 | 41.10 | 82.98 | 1,093.20 |
| | | | .00 | .00 | 1,511.04 | 1,511.04 | 1,511.04 | 1,511.04 | 1,511.04 | | |
| | | $1,555.20 | | $0.00 | $172.47 | $93.68 | $21.91 | $49.86 | $41.10 | $82.98 | $1,093.20 |
| | | | $0.00 | $0.00 | $1,511.04 | $1,511.04 | $1,511.04 | $1,511.04 | $1,511.04 | | |
| 10000 1710 Ramey, Julie A | 02/05/2016 | 2,094.34 | | .00 | 169.37 | 130.30 | 30.48 | 59.83 | 50.36 | 277.65 | 1,376.35 |
| | | | .00 | .00 | 1,851.57 | 2,101.57 | 2,101.57 | 1,851.57 | 1,851.57 | | |
| | | $2,094.34 | | $0.00 | $169.37 | $130.30 | $30.48 | $59.83 | $50.36 | $277.65 | $1,376.35 |
| | | | $0.00 | $0.00 | $1,851.57 | $2,101.57 | $2,101.57 | $1,851.57 | $1,851.57 | | |
| 10000 3618 Ream, William J | 02/05/2016 | 1,629.82 | | .00 | 183.18 | 98.10 | 22.94 | 50.95 | 16.91 | 53.05 | 1,204.69 |
| | | | .00 | .00 | 1,582.39 | 1,582.39 | 1,582.39 | 1,582.39 | 1,582.39 | | |
| | | $1,629.82 | | $0.00 | $183.18 | $98.10 | $22.94 | $50.95 | $16.91 | $53.05 | $1,204.69 |
| | | | $0.00 | $0.00 | $1,582.39 | $1,582.39 | $1,582.39 | $1,582.39 | $1,582.39 | | |
| 732 Reed, Hana M | 02/05/2016 | 189.23 | | .00 | 10.27 | 11.73 | 2.74 | 6.24 | 2.07 | .00 | 156.18 |
| | | | .00 | .00 | 189.23 | 189.23 | 189.23 | 189.23 | 189.23 | | |
| | | $189.23 | | $0.00 | $10.27 | $11.73 | $2.74 | $6.24 | $2.07 | $0.00 | $156.18 |
| | | | $0.00 | $0.00 | $189.23 | $189.23 | $189.23 | $189.23 | $189.23 | | |
| 1156 Ren, Clarissa C | 02/05/2016 | 120.12 | | .00 | 3.36 | 7.45 | 1.74 | 2.69 | .89 | .00 | 103.99 |
| | | | .00 | .00 | 120.12 | 120.12 | 120.12 | 120.12 | 120.12 | | |
| | | $120.12 | | $0.00 | $3.36 | $7.45 | $1.74 | $2.69 | $0.89 | $0.00 | $103.99 |
| | | | $0.00 | $0.00 | $120.12 | $120.12 | $120.12 | $120.12 | $120.12 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Retzlaff, Carl D | 02/05/2016 | 1,713.20 | | .00 | 159.61 | 90.77 | 21.24 | 48.31 | 18.30 | 269.15 | 1,105.82 |
| 0406 | | | .00 | .00 | 1,464.05 | 1,464.05 | 1,464.05 | 1,464.05 | 1,464.05 | | |
| | | $1,713.20 | | $0.00 | $159.61 | $90.77 | $21.24 | $48.31 | $18.30 | $269.15 | $1,105.82 |
| | | | $0.00 | $0.00 | $1,464.05 | $1,464.05 | $1,464.05 | $1,464.05 | $1,464.05 | | |
| 10000 Richardson, James B | 02/05/2016 | 1,386.08 | | .00 | 153.42 | 83.73 | 19.58 | 48.30 | 24.37 | 44.26 | 1,012.42 |
| 3209 | | | .00 | .00 | 1,350.67 | 1,350.67 | 1,350.67 | 1,350.67 | 1,350.67 | | |
| | | $1,386.08 | | $0.00 | $153.42 | $83.73 | $19.58 | $48.30 | $24.37 | $44.26 | $1,012.42 |
| | | | $0.00 | $0.00 | $1,350.67 | $1,350.67 | $1,350.67 | $1,350.67 | $1,350.67 | | |
| 10000 Robertson, Dennis | 02/05/2016 | 1,634.40 | | .00 | 185.16 | 101.33 | 23.70 | 53.94 | 20.43 | 47.30 | 1,202.54 |
| 0632 | | | .00 | .00 | 1,634.40 | 1,634.40 | 1,634.40 | 1,634.40 | 1,634.40 | | |
| | | $1,634.40 | | $0.00 | $185.16 | $101.33 | $23.70 | $53.94 | $20.43 | $47.30 | $1,202.54 |
| | | | $0.00 | $0.00 | $1,634.40 | $1,634.40 | $1,634.40 | $1,634.40 | $1,634.40 | | |
| 668 Rossler, Anna C | 02/05/2016 | 141.63 | | .00 | .00 | 8.78 | 2.05 | 3.40 | 1.13 | .00 | 126.27 |
| | | | .00 | .00 | 141.63 | 141.63 | 141.63 | 141.63 | 141.63 | | |
| | | $141.63 | | $0.00 | $0.00 | $8.78 | $2.05 | $3.40 | $1.13 | $0.00 | $126.27 |
| | | | $0.00 | $0.00 | $141.63 | $141.63 | $141.63 | $141.63 | $141.63 | | |
| 690 Salisbury, James D | 02/05/2016 | 1,416.80 | | .00 | 15.82 | 88.15 | 20.61 | 43.11 | 14.30 | 36.84 | 1,197.97 |
| | | | .00 | .00 | 1,421.69 | 1,421.69 | 1,421.69 | 1,421.69 | 1,421.69 | | |
| | | $1,416.80 | | $0.00 | $15.82 | $88.15 | $20.61 | $43.11 | $14.30 | $36.84 | $1,197.97 |
| | | | $0.00 | $0.00 | $1,421.69 | $1,421.69 | $1,421.69 | $1,421.69 | $1,421.69 | | |
| 650 Saunders, Kelcey D | 02/05/2016 | 272.44 | | .00 | 18.59 | 16.89 | 3.95 | 7.72 | 2.98 | .00 | 222.31 |
| | | | .00 | .00 | 272.44 | 272.44 | 272.44 | 272.44 | 272.44 | | |
| | | $272.44 | | $0.00 | $18.59 | $16.89 | $3.95 | $7.72 | $2.98 | $0.00 | $222.31 |
| | | | $0.00 | $0.00 | $272.44 | $272.44 | $272.44 | $272.44 | $272.44 | | |
| 10000 Schwartz, Megan M | 02/05/2016 | 1,571.41 | | .00 | 174.91 | 94.70 | 22.14 | 50.40 | 16.72 | 55.79 | 1,156.75 |
| 3460 | | | .00 | .00 | 1,527.30 | 1,527.30 | 1,527.30 | 1,527.30 | 1,527.30 | | |
| | | $1,571.41 | | $0.00 | $174.91 | $94.70 | $22.14 | $50.40 | $16.72 | $55.79 | $1,156.75 |
| | | | $0.00 | $0.00 | $1,527.30 | $1,527.30 | $1,527.30 | $1,527.30 | $1,527.30 | | |
| 1167 Shake, Travis R | 02/05/2016 | 147.90 | | .00 | 6.14 | 9.16 | 2.14 | 4.88 | 1.62 | .00 | 123.96 |
| | | | .00 | .00 | 147.90 | 147.90 | 147.90 | 147.90 | 147.90 | | |
| | | $147.90 | | $0.00 | $6.14 | $9.16 | $2.14 | $4.88 | $1.62 | $0.00 | $123.96 |
| | | | $0.00 | $0.00 | $147.90 | $147.90 | $147.90 | $147.90 | $147.90 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Shrake, Amy M | 02/05/2016 | 1,710.50 | | .00 | 191.49 | 93.74 | 21.92 | 48.91 | 16.23 | 271.59 | 1,066.62 |
| 2028 | | | .00 | .00 | 1,482.06 | 1,512.06 | 1,512.06 | 1,482.06 | 1,482.06 | | |
| | | $1,710.50 | | $0.00 | $191.49 | $93.74 | $21.92 | $48.91 | $16.23 | $271.59 | $1,066.62 |
| | | | $0.00 | $0.00 | $1,482.06 | $1,512.06 | $1,512.06 | $1,482.06 | $1,482.06 | | |
| 400 Silvers, Madison A | 02/05/2016 | 302.33 | | .00 | 21.58 | 18.74 | 4.38 | 9.98 | 3.31 | .00 | 244.34 |
| | | | .00 | .00 | 302.33 | 302.33 | 302.33 | 302.33 | 302.33 | | |
| | | $302.33 | | $0.00 | $21.58 | $18.74 | $4.38 | $9.98 | $3.31 | $0.00 | $244.34 |
| | | | $0.00 | $0.00 | $302.33 | $302.33 | $302.33 | $302.33 | $302.33 | | |
| 10000 Sims, Jason | 02/05/2016 | 1,542.82 | | .00 | 105.49 | 88.39 | 20.68 | 45.78 | 15.19 | 125.74 | 1,141.55 |
| 2630 | | | .00 | .00 | 1,425.70 | 1,425.70 | 1,425.70 | 1,425.70 | 1,425.70 | | |
| | | $1,542.82 | | $0.00 | $105.49 | $88.39 | $20.68 | $45.78 | $15.19 | $125.74 | $1,141.55 |
| | | | $0.00 | $0.00 | $1,425.70 | $1,425.70 | $1,425.70 | $1,425.70 | $1,425.70 | | |
| 648 Skinner, Douglas L | 02/05/2016 | 306.54 | | .00 | 32.00 | 19.01 | 4.44 | 8.85 | 3.36 | .00 | 238.88 |
| | | | .00 | .00 | 306.54 | 306.54 | 306.54 | 306.54 | 306.54 | | |
| | | $306.54 | | $0.00 | $32.00 | $19.01 | $4.44 | $8.85 | $3.36 | $0.00 | $238.88 |
| | | | $0.00 | $0.00 | $306.54 | $306.54 | $306.54 | $306.54 | $306.54 | | |
| 1172 Smith, Chrisjaan L | 02/05/2016 | 276.70 | | .00 | 3.44 | 17.15 | 4.01 | 7.86 | 2.61 | .00 | 241.63 |
| | | | .00 | .00 | 276.70 | 276.70 | 276.70 | 276.70 | 276.70 | | |
| | | $276.70 | | $0.00 | $3.44 | $17.15 | $4.01 | $7.86 | $2.61 | $0.00 | $241.63 |
| | | | $0.00 | $0.00 | $276.70 | $276.70 | $276.70 | $276.70 | $276.70 | | |
| 685 Smith, Haskell D | 02/05/2016 | 1,378.40 | | .00 | 147.79 | 83.49 | 19.52 | 43.17 | 14.32 | 54.57 | 1,015.54 |
| | | | .00 | .00 | 1,346.51 | 1,346.51 | 1,346.51 | 1,346.51 | 1,346.51 | | |
| | | $1,378.40 | | $0.00 | $147.79 | $83.49 | $19.52 | $43.17 | $14.32 | $54.57 | $1,015.54 |
| | | | $0.00 | $0.00 | $1,346.51 | $1,346.51 | $1,346.51 | $1,346.51 | $1,346.51 | | |
| 451 Sparks, Joanna L | 02/05/2016 | 1,608.47 | | .00 | 159.75 | 98.08 | 22.94 | 50.94 | 36.97 | 39.71 | 1,200.08 |
| | | | .00 | .00 | 1,581.96 | 1,581.96 | 1,581.96 | 1,581.96 | 1,581.96 | | |
| | | $1,608.47 | | $0.00 | $159.75 | $98.08 | $22.94 | $50.94 | $36.97 | $39.71 | $1,200.08 |
| | | | $0.00 | $0.00 | $1,581.96 | $1,581.96 | $1,581.96 | $1,581.96 | $1,581.96 | | |
| 10000 Stahly, Mohammed W | 02/05/2016 | 85.17 | | .00 | .00 | 5.28 | 1.23 | 2.81 | .93 | .00 | 74.92 |
| 3379 | | | .00 | .00 | 85.17 | 85.17 | 85.17 | 85.17 | 85.17 | | |
| | | $85.17 | | $0.00 | $0.00 | $5.28 | $1.23 | $2.81 | $0.93 | $0.00 | $74.92 |
| | | | $0.00 | $0.00 | $85.17 | $85.17 | $85.17 | $85.17 | $85.17 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 1178 Stanton, Olivia D | 02/05/2016 | 94.20 | | .00 | .00 | 5.84 | 1.38 | 1.84 | .61 | .00 | 84.53 |
| | | | .00 | .00 | 94.20 | 94.20 | 94.20 | 94.20 | 94.20 | | |
| | | $94.20 | | $0.00 | $0.00 | $5.84 | $1.38 | $1.84 | $0.61 | $0.00 | $84.53 |
| | | | $0.00 | $0.00 | $94.20 | $94.20 | $94.20 | $94.20 | $94.20 | | |
| 10000 0466 Sterner, Mark | 02/05/2016 | 2,208.61 | | .00 | 206.74 | 122.87 | 28.72 | 64.18 | 21.30 | 274.10 | 1,490.70 |
| | | | .00 | .00 | 1,944.96 | 1,981.72 | 1,981.72 | 1,944.96 | 1,944.96 | | |
| | | $2,208.61 | | $0.00 | $206.74 | $122.87 | $28.72 | $64.18 | $21.30 | $274.10 | $1,490.70 |
| | | | $0.00 | $0.00 | $1,944.96 | $1,981.72 | $1,981.72 | $1,944.96 | $1,944.96 | | |
| 756 Stierwalt, Angie D | 02/05/2016 | 170.10 | | .00 | 8.36 | 10.55 | 2.47 | 5.61 | 1.86 | .00 | 141.25 |
| | | | .00 | .00 | 170.10 | 170.10 | 170.10 | 170.10 | 170.10 | | |
| | | $170.10 | | $0.00 | $8.36 | $10.55 | $2.47 | $5.61 | $1.86 | $0.00 | $141.25 |
| | | | $0.00 | $0.00 | $170.10 | $170.10 | $170.10 | $170.10 | $170.10 | | |
| 79 Thomas, Terrance T | 02/05/2016 | 1,261.47 | | .00 | 150.45 | 74.92 | 17.52 | 38.61 | 13.23 | 53.05 | 913.69 |
| | | | .00 | .00 | 1,208.42 | 1,208.42 | 1,208.42 | 1,208.42 | 1,208.42 | | |
| | | $1,261.47 | | $0.00 | $150.45 | $74.92 | $17.52 | $38.61 | $13.23 | $53.05 | $913.69 |
| | | | $0.00 | $0.00 | $1,208.42 | $1,208.42 | $1,208.42 | $1,208.42 | $1,208.42 | | |
| 10000 0482 Thrasher, Mark | 02/05/2016 | 2,001.56 | | .00 | 265.63 | 121.24 | 28.35 | 63.26 | 20.99 | 53.05 | 1,449.04 |
| | | | .00 | .00 | 1,955.42 | 1,955.42 | 1,955.42 | 1,955.42 | 1,955.42 | | |
| | | $2,001.56 | | $0.00 | $265.63 | $121.24 | $28.35 | $63.26 | $20.99 | $53.05 | $1,449.04 |
| | | | $0.00 | $0.00 | $1,955.42 | $1,955.42 | $1,955.42 | $1,955.42 | $1,955.42 | | |
| 10000 2646 Tompkins, Elizabeth A | 02/05/2016 | 1,608.39 | | .00 | 168.24 | 91.94 | 21.50 | 57.11 | 15.82 | 130.33 | 1,123.45 |
| | | | .00 | .00 | 1,482.83 | 1,482.83 | 1,482.83 | 1,482.83 | 1,482.83 | | |
| | | $1,608.39 | | $0.00 | $168.24 | $91.94 | $21.50 | $57.11 | $15.82 | $130.33 | $1,123.45 |
| | | | $0.00 | $0.00 | $1,482.83 | $1,482.83 | $1,482.83 | $1,482.83 | $1,482.83 | | |
| 1177 Torok, Lucas J | 02/05/2016 | 389.25 | | .00 | 14.69 | 24.13 | 5.64 | 11.58 | 3.84 | .00 | 329.37 |
| | | | .00 | .00 | 389.25 | 389.25 | 389.25 | 389.25 | 389.25 | | |
| | | $389.25 | | $0.00 | $14.69 | $24.13 | $5.64 | $11.58 | $3.84 | $0.00 | $329.37 |
| | | | $0.00 | $0.00 | $389.25 | $389.25 | $389.25 | $389.25 | $389.25 | | |
| 886 Tucker, Tiera K | 02/05/2016 | 420.68 | | .00 | 33.41 | 26.08 | 6.09 | 12.61 | 4.19 | .00 | 338.30 |
| | | | .00 | .00 | 420.68 | 420.68 | 420.68 | 420.68 | 420.68 | | |
| | | $420.68 | | $0.00 | $33.41 | $26.08 | $6.09 | $12.61 | $4.19 | $0.00 | $338.30 |
| | | | $0.00 | $0.00 | $420.68 | $420.68 | $420.68 | $420.68 | $420.68 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Turnbull, John D 0489 | 02/05/2016 | 2,474.41 | | .00 | 256.36 | 146.36 | 34.22 | 73.50 | 24.39 | 208.76 | 1,730.82 |
| | | | .00 | .00 | 2,265.65 | 2,360.65 | 2,360.65 | 2,265.65 | 2,265.65 | | |
| | | $2,474.41 | | $0.00 | $256.36 | $146.36 | $34.22 | $73.50 | $24.39 | $208.76 | $1,730.82 |
| | | | $0.00 | $0.00 | $2,265.65 | $2,360.65 | $2,360.65 | $2,265.65 | $2,265.65 | | |
| 10000 Turpin, Robbie J 0490 | 02/05/2016 | 1,769.20 | | .00 | 271.22 | 106.77 | 24.97 | 66.83 | 18.86 | 73.05 | 1,207.50 |
| | | | .00 | .00 | 1,722.01 | 1,722.01 | 1,722.01 | 1,722.01 | 1,722.01 | | |
| | | $1,769.20 | | $0.00 | $271.22 | $106.77 | $24.97 | $66.83 | $18.86 | $73.05 | $1,207.50 |
| | | | $0.00 | $0.00 | $1,722.01 | $1,722.01 | $1,722.01 | $1,722.01 | $1,722.01 | | |
| 10000 Tuttle, Angela D 0491 | 02/05/2016 | 1,981.86 | | .00 | 172.37 | 112.25 | 26.26 | 49.84 | 16.54 | 496.15 | 1,108.45 |
| | | | .00 | .00 | 1,510.37 | 1,810.37 | 1,810.37 | 1,510.37 | 1,510.37 | | |
| | | $1,981.86 | | $0.00 | $172.37 | $112.25 | $26.26 | $49.84 | $16.54 | $496.15 | $1,108.45 |
| | | | $0.00 | $0.00 | $1,510.37 | $1,810.37 | $1,810.37 | $1,510.37 | $1,510.37 | | |
| 10000 Veldman, Marcia 0495 | 02/05/2016 | 1,307.51 | | .00 | 129.63 | 75.99 | 17.76 | 39.17 | 13.00 | 88.65 | 943.31 |
| | | | .00 | .00 | 1,225.41 | 1,225.41 | 1,225.41 | 1,225.41 | 1,225.41 | | |
| | | $1,307.51 | | $0.00 | $129.63 | $75.99 | $17.76 | $39.17 | $13.00 | $88.65 | $943.31 |
| | | | $0.00 | $0.00 | $1,225.41 | $1,225.41 | $1,225.41 | $1,225.41 | $1,225.41 | | |
| 718 Walker, Jelicia L | 02/05/2016 | 277.20 | | .00 | 19.07 | 17.20 | 4.03 | 9.15 | 3.04 | .00 | 224.71 |
| | | | .00 | .00 | 277.20 | 277.20 | 277.20 | 277.20 | 277.20 | | |
| | | $277.20 | | $0.00 | $19.07 | $17.20 | $4.03 | $9.15 | $3.04 | $0.00 | $224.71 |
| | | | $0.00 | $0.00 | $277.20 | $277.20 | $277.20 | $277.20 | $277.20 | | |
| 795 Ward, Leorance | 02/05/2016 | 450.18 | | .00 | 36.71 | 27.92 | 6.53 | 14.86 | 4.93 | .00 | 359.23 |
| | | | .00 | .00 | 450.18 | 450.18 | 450.18 | 450.18 | 450.18 | | |
| | | $450.18 | | $0.00 | $36.71 | $27.92 | $6.53 | $14.86 | $4.93 | $0.00 | $359.23 |
| | | | $0.00 | $0.00 | $450.18 | $450.18 | $450.18 | $450.18 | $450.18 | | |
| 1081 Welp, Adrienne N | 02/05/2016 | 213.91 | | .00 | 12.74 | 13.26 | 3.10 | 7.06 | 2.34 | .00 | 175.41 |
| | | | .00 | .00 | 213.91 | 213.91 | 213.91 | 213.91 | 213.91 | | |
| | | $213.91 | | $0.00 | $12.74 | $13.26 | $3.10 | $7.06 | $2.34 | $0.00 | $175.41 |
| | | | $0.00 | $0.00 | $213.91 | $213.91 | $213.91 | $213.91 | $213.91 | | |

# Payroll Register - Board of Park Commissioners

Check Date Range 02/05/16 - 02/05/16
Detail Listing

| Employee | Check Date | Gross | Imputed Income | EIC | Federal | FICA | Medicare | State | Other | Deductions | Net Pay |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Department **Parks - Parks & Recreation** | | | | | | | | | | | |
| 10000 Wieckert, Dianne 1131 | 02/05/2016 | 503.75 | | .00 | 26.14 | 31.23 | 7.30 | 15.35 | 5.10 | .00 | 418.63 |
| | | | .00 | .00 | 503.75 | 503.75 | 503.75 | 503.75 | 503.75 | | |
| | | $503.75 | | $0.00 | $26.14 | $31.23 | $7.30 | $15.35 | $5.10 | $0.00 | $418.63 |
| | | | $0.00 | $0.00 | $503.75 | $503.75 | $503.75 | $503.75 | $503.75 | | |
| 10000 Williams, David K 0517 | 02/05/2016 | 2,892.62 | | .00 | 299.14 | 168.09 | 39.31 | 83.24 | 27.62 | 347.67 | 1,927.55 |
| | | | .00 | .00 | 2,560.95 | 2,710.95 | 2,710.95 | 2,560.95 | 2,560.95 | | |
| | | $2,892.62 | | $0.00 | $299.14 | $168.09 | $39.31 | $83.24 | $27.62 | $347.67 | $1,927.55 |
| | | | $0.00 | $0.00 | $2,560.95 | $2,710.95 | $2,710.95 | $2,560.95 | $2,560.95 | | |
| 1033 Williams, Emily M | 02/05/2016 | 86.35 | | .00 | .00 | 5.35 | 1.25 | 2.85 | .95 | .00 | 75.95 |
| | | | .00 | .00 | 86.35 | 86.35 | 86.35 | 86.35 | 86.35 | | |
| | | $86.35 | | $0.00 | $0.00 | $5.35 | $1.25 | $2.85 | $0.95 | $0.00 | $75.95 |
| | | | $0.00 | $0.00 | $86.35 | $86.35 | $86.35 | $86.35 | $86.35 | | |
| 463 Wooten, Nicole C | 02/05/2016 | 1,538.47 | | .00 | 190.93 | 91.65 | 21.44 | 48.78 | 16.19 | 64.73 | 1,104.75 |
| | | | .00 | .00 | 1,478.30 | 1,478.30 | 1,478.30 | 1,478.30 | 1,478.30 | | |
| | | $1,538.47 | | $0.00 | $190.93 | $91.65 | $21.44 | $48.78 | $16.19 | $64.73 | $1,104.75 |
| | | | $0.00 | $0.00 | $1,478.30 | $1,478.30 | $1,478.30 | $1,478.30 | $1,478.30 | | |
| 1007 Wooten-Burkey, Courtney R | 02/05/2016 | 12.10 | | .00 | .00 | .75 | .18 | .40 | .13 | .00 | 10.64 |
| | | | .00 | .00 | 12.10 | 12.10 | 12.10 | 12.10 | 12.10 | | |
| | | $12.10 | | $0.00 | $0.00 | $0.75 | $0.18 | $0.40 | $0.13 | $0.00 | $10.64 |
| | | | $0.00 | $0.00 | $12.10 | $12.10 | $12.10 | $12.10 | $12.10 | | |
| 866 Yates, Sophia E | 02/05/2016 | 62.79 | | .00 | .00 | 3.89 | .91 | .80 | .27 | .00 | 56.92 |
| | | | .00 | .00 | 62.79 | 62.79 | 62.79 | 62.79 | 62.79 | | |
| | | $62.79 | | $0.00 | $0.00 | $3.89 | $0.91 | $0.80 | $0.27 | $0.00 | $56.92 |
| | | | $0.00 | $0.00 | $62.79 | $62.79 | $62.79 | $62.79 | $62.79 | | |
| Department **Parks - Parks & Recreation** | | $104,462.36 | | $0.00 | $9,444.77 | $6,174.81 | $1,444.07 | $3,254.10 | $1,185.50 | $8,037.20 | $74,921.91 |
| | | | $0.00 | $0.00 | $98,186.55 | $99,592.31 | $99,592.31 | $98,186.55 | $98,186.55 | | |
| | Grand Totals | $104,462.36 | | $0.00 | $9,444.77 | $6,174.81 | $1,444.07 | $3,254.10 | $1,185.50 | $8,037.20 | $74,921.91 |
| | | | $0.00 | $0.00 | $98,186.55 | $99,592.31 | $99,592.31 | $98,186.55 | $98,186.55 | | |

***** Multiple Taxes or Deductions Exist.

| REVENUES AND EXPENSES: COMPARISON REPORT | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Expenses** | 2015 | 2015 | 2015 | 2015 | 2016 | 2016 | 2016 | |
| **Janaury 2016** | Total | Actual | Expenses | % of Expenses | Total | Expenses | % of Expenses | |
| | Expense | Expenses | as of | Spent | Expense | as of | Spent | % |
| | Budget | for Year | January | to date | Budget | January | to date | **change** |
| **General Fund** | | | | | | | | |
| Administration | 654,346 | 646,511 | 122,715 | 18.98% | 648,362 | 107,960 | 18.93% | **-12.02%** |
| Health & Wellness | 81,604 | 81,235 | 6,164 | 0.00% | 102,982 | 9,703 | 5.99% | **57.43%** |
| Community Relations | 366,807 | 341,330 | 50,019 | 14.65% | 398,972 | 36,206 | 12.54% | **-27.61%** |
| Aquatics | 341,575 | 313,483 | 17,444 | 5.56% | 336,870 | 10,000 | 2.97% | **-42.67%** |
| Frank Southern Center | 292,837 | 317,453 | 50,481 | 15.90% | 346,391 | 40,486 | 11.69% | **-19.80%** |
| Rhino's After School | 22,110 | 22,103 | 1,386 | 6.27% | 0 | 227 | 0.00% | **-83.62%** |
| Golf Services | 1,003,235 | 897,237 | 109,632 | 12.22% | 936,904 | 53,264 | 5.69% | **-51.42%** |
| Natural Resources | 274,357 | 287,281 | 38,349 | 13.35% | 354,730 | 24,984 | 7.04% | **-34.85%** |
| Youth Programs | 42,876 | 39,937 | 4,221 | 10.57% | 38,520 | 4,347 | 11.29% | **2.98%** |
| TLRC | 326,521 | 325,413 | 78,835 | 24.23% | 336,170 | 37,830 | 11.25% | **-52.01%** |
| BACC | 2,277 | 2,274 | 462 | 20.31% | 0 | 76 | 0.00% | **-83.62%** |
| Community Events | 355,766 | 337,968 | 75,891 | 22.45% | 355,578 | 35,756 | 10.06% | **-52.88%** |
| Adult Sports | 285,512 | 261,633 | 34,834 | 13.31% | 297,187 | 18,688 | 6.29% | **-46.35%** |
| Youth Sports | 276,135 | 238,988 | 34,597 | 14.48% | 282,128 | 17,036 | 6.04% | **-50.76%** |
| BBCC | 244,809 | 240,262 | 39,541 | 16.46% | 277,467 | 25,752 | 9.28% | **-34.87%** |
| Inclusive Recreation | 93,776 | 86,427 | 16,557 | 19.16% | 94,372 | 6,345 | 6.72% | **-61.67%** |
| Operations | 1,481,753 | 1,308,502 | 62,840 | 4.80% | 1,397,965 | 114,185 | 8.17% | **81.71%** |
| Landscaping | 238,789 | 203,143 | 191,260 | 94.15% | 279,879 | 15,136 | 5.41% | **-92.09%** |
| Cemeteries | 163,394 | 143,681 | 24,078 | 16.76% | 181,065 | 12,345 | 6.82% | **-48.73%** |
| Urban Forestry | 261,016 | 290,010 | 34,908 | 12.04% | 359,388 | 27,870 | 7.75% | **-20.16%** |
| ***General Fund total:*** | ***6,809,495*** | ***6,384,871*** | ***994,215*** | 15.57% | ***7,024,932*** | ***598,196*** | 8.52% | **-39.83%** |
| **Non-Reverting Fund** | | | | | | | | |
| Administration | 28,000 | 63,960 | 586 | 0.92% | 24,500 | 22 | 0.09% | **-96.27%** |
| Health & Wellness | 2,290 | 1,847 | 3 | 0.15% | 2,596 | 11 | 0.44% | **308.96%** |
| Community Relations | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Aquatics | 82,654 | 56,651 | 357 | 0.63% | 74,491 | 86 | 0.12% | **-75.91%** |
| Frank Southern Center | 85,794 | 151,228 | 9,935 | 6.57% | 63,230 | 7,049 | 11.15% | **-29.05%** |
| Golf Services | 135,689 | 110,983 | 1,820 | 1.64% | 125,465 | 0 | 0.00% | **-100.00%** |
| Natural Resources | 13,422 | 16,491 | 268 | 1.62% | 15,992 | 0 | 0.00% | **-100.00%** |
| Youth Programs | 135,741 | 152,365 | 4,511 | 2.96% | 151,153 | 4,939 | 3.27% | **9.49%** |
| *TLRC - day to day | 433,657 | 409,901 | 27,013 | 6.59% | 419,054 | 50,128 | 11.96% | **85.57%** |
| Community Events | 169,584 | 156,391 | 25,905 | 16.56% | 180,489 | 9,264 | 5.13% | **-64.24%** |
| Adult Sports | 221,830 | 202,283 | 3,460 | 1.71% | 282,621 | 250 | 0.09% | **-92.78%** |
| Youth Sports | 26,311 | 17,764 | 1,719 | 9.68% | 18,356 | 477 | 2.60% | **-72.24%** |
| BBCC | 12,973 | 32,434 | 45 | 0.14% | 21,963 | 3,932 | 17.90% | **8675.92%** |
| Inclusive Recreation | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Operations | 21,869 | 8,704 | 8 | 0.09% | 28,000 | 16 | 0.06% | **100.00%** |
| Dog Park | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Switchyard | 11,500 | 10,670 | 38 | 0.36% | 14,800 | 46 | 0.31% | **0.00%** |
| Landscaping (CCC Prop.) | | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Cemeteries | | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Urban Forestry | 0 | 5,292 | 0 | 0.00% | 2,800 | 0 | 0.00% | **0.00%** |
| ***N-R Fund subtotal:*** | ***1,381,314*** | ***1,396,964*** | ***75,668*** | 5.42% | ***1,425,511*** | ***76,221*** | 5.35% | **0.73%** |
| TLRC - bond | 543,560 | 543,560 | 424,030 | 78.01% | 539,104 | 424,530 | 78.75% | **0.00%** |
| ***N-R Fund total:*** | ***1,924,874*** | ***1,940,524*** | ***499,698*** | 25.75% | ***1,964,615*** | ***500,751*** | 25.49% | **0.21%** |
| **Other Misc Funds** | | | | | | | | |
| MCCSC 21st Com Learn Cnt G | 57,322 | 45,660 | 2,094 | | 29,950 | 1,860 | | |
| G14004 Tree Planting | | 12,500 | | | | | | |
| G14006 Out-of School Prg. | | 12,961 | | | | | | |
| G15008 Summer Food Prg. | | 12,601 | | | 11,115 | | | |
| G15009 Nature Days S/Star | | 4,340 | | | | | | |
| Rosehill Trust | | | | | | | | |
| (203) Capital Improvement | | | | 0.00% | 0 | | 0.00% | **0.00%** |
| (207) Operating Transfer | | | | 0.00% | 0 | | 0.00% | **0.00%** |
| Leonard Springs Nature | | 524 | | 0.00% | 0 | | 0.00% | **0.00%** |
| DNR Grant | | | | 0.00% | 0 | | 0.00% | **100.00%** |
| ***Other Misc Funds total:*** | ***57,322*** | ***88,586*** | ***2,094*** | 2.36% | ***41,065*** | ***1,860*** | 4.53% | **0.00%** |
| **TOTAL ALL FUNDS** | **8,791,691** | **8,413,981** | **1,496,006** | **17.78%** | **9,030,612** | **1,100,807** | 12.19% | **-26.42%** |
| *NR BACC/Project School has been combined with TLRC | | | | | | | | |

| REVENUES AND EXPENSES: COMPARISON REPORT | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Revenues January 2016** | | | | | | | | |
| | 2015 | 2015 | 2015 | 2015 | 2016 | 2016 | 2016 | |
| | Projected | Actual | Revenue | % of Revenue | Projected | Revenue | % of Revenue | |
| | Revenue | Revenue | as of | Collected | Revenue | as of | Collected | % |
| | Budget | for year | January | to date | for year | January | to date | **change** |
| **General Fund** | | | | | | | | |
| Taxes/Misc Revenue | 5,687,747 | 5,679,137 | 5,687,747 | 100.15% | 5,690,177 | 5,690,177 | 100.00% | **0.04%** |
| | | | | | | | | |
| Administration | 1,000 | 3,034 | 0 | 0.00% | 1,000 | 0 | 0.00% | **0.00%** |
| Community Relations | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Aquatics | 145,000 | 151,859 | 0 | 0.00% | 142,000 | 0 | 0.00% | **0.00%** |
| Frank Southern | 188,000 | 197,897 | 42,632 | 21.54% | 188,000 | 46,308 | 24.63% | **8.62%** |
| Golf Services | 569,000 | 566,931 | 629 | 0.11% | 561,000 | 2,147 | 0.38% | **241.59%** |
| Natural Resources | 0 | 44 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Youth Services | | 56 | 0 | 0.00% | 0 | 0 | 0.00% | |
| Community Events | 9,075 | 9,520 | 180 | 1.89% | 10,125 | 165 | 1.63% | **-8.33%** |
| Adult Sports | 87,000 | 80,124 | 0 | 0.00% | 79,000 | 0 | 0.00% | **0.00%** |
| Youth Sports | 49,000 | 32,413 | 0 | 0.00% | 40,000 | -121 | -0.30% | **0.00%** |
| BBCC | 9,000 | 14,591 | 1,588 | 10.89% | 10,000 | 428 | 4.28% | **-73.08%** |
| Operations | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Landscaping | 0 | 980 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Cemeteries | 22,800 | 32,870 | 3,275 | 9.96% | 27,300 | 2,025 | 7.42% | **-38.17%** |
| Urban Forestry | | 0 | | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| | | | | | | | | |
| ***Subtotal Program Rev*** | ***1,079,875*** | ***1,090,318*** | ***48,304*** | ***4.43%*** | ***1,058,425*** | ***50,952*** | ***4.81%*** | ***5.48%*** |
| | | | | | | | | |
| ***General Fund Total*** | ***6,767,622*** | ***6,769,455*** | ***5,736,051*** | ***84.73%*** | ***6,748,602*** | ***5,741,129*** | ***85.07%*** | ***0.09%*** |
| | | | | | | | | |
| **Non-Reverting Fund** | | | | | | | | |
| Administration | 41,550 | 69,475 | 8,511 | 12.25% | 41,550 | 8,065 | 19.41% | **-5.24%** |
| Health & Wellness | 3,550 | 2,682 | 116 | 4.32% | 3,550 | 110 | 3.10% | **-5.17%** |
| Community Relations | 2,000 | 2,300 | 0 | 0.00% | 2,000 | 0 | 0.00% | **0.00%** |
| Aquatics | 107,601 | 122,345 | -13 | -0.01% | 117,000 | 466 | 0.40% | **-3575.02%** |
| Frank Southern | 99,500 | 145,812 | 19,126 | 13.12% | 129,000 | 17,419 | 13.50% | **-8.92%** |
| Rhino's After School | | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Golf Services | 168,000 | 142,385 | -61 | -0.04% | 153,000 | 810 | 0.53% | **-1428.74%** |
| Natural Resources | 45,500 | 67,017 | 375 | 0.56% | 59,200 | 443 | 0.75% | **18.29%** |
| Youth Programs | 163,300 | 191,445 | 7,341 | 3.83% | 158,400 | 4,425 | 2.79% | **-39.72%** |
| *TLRC -Operational | 922,638 | 769,206 | 83,943 | 10.91% | 770,229 | 91,777 | 11.92% | **9.33%** |
| Community Events | 155,130 | 206,325 | 1,803 | 0.87% | 171,656 | 1,820 | 1.06% | **0.95%** |
| Adult Sports | 248,500 | 209,727 | 700 | 0.33% | 281,000 | 198 | 0.07% | **-71.78%** |
| Youth Sports | 27,250 | 28,071 | 206 | 0.73% | 26,800 | 318 | 1.19% | **54.21%** |
| BBCC | 84,680 | 46,421 | 6,310 | 13.59% | 27,620 | 4,296 | 15.55% | **-31.92%** |
| Operations | 33,000 | 35,183 | 4,007 | 11.39% | 30,700 | 856 | 2.79% | **-78.65%** |
| Dog Park | 0 | 800 | 700 | 87.50% | 400 | 0 | 0.00% | **-100.00%** |
| Switchyard (CCC Propt) | 78,000 | 78,983 | 1,000 | 1.27% | 82,800 | 7,300 | 8.82% | **630.00%** |
| Landscaping | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Cemeteries | | 0 | 0 | 0.00% | 0 | 0 | 0.00% | **0.00%** |
| Urban Forestery | | 8,920 | 103 | 1.16% | 8,900 | 200 | 2.25% | **0.00%** |
| ***N-R Fund subtotal:*** | ***2,180,199*** | ***2,127,097*** | ***134,166*** | ***6.31%*** | ***2,063,805*** | ***138,501*** | ***6.71%*** | ***3.23%*** |
| | | | | | | | | |
| **Other Misc Funds** | | | | | | | | |
| G14006 Out-of-School Prg | | 5,000 | 0 | | | 0 | | |
| G14007 MCCSC 21st Com | | 29,241 | 0 | | 60,000 | 0 | | |
| G14009 Summer Food Grant | | 14,871 | 0 | | 13,744 | 0 | | |
| G14004 Tree Planting | | 12,500 | 0 | | | 0 | | |
| (207) Operating Trans | | | | | | 0 | | |
| Urban Forestry EAB | | | | | | 0 | | |
| (616) 2001 Bond | | | | | | 0 | | |
| G15008 Leonard Spring | | 15,000 | 0 | | | 0 | | |
| G15009 Nature Days | | 4,340 | 0 | | | 0 | | |
| (902) Rose Hill Trust | | 146 | 13 | | | 0 | | |
| ***Other Misc Funds total:*** | ***0*** | ***81,098*** | ***13*** | | ***73,744*** | ***0*** | | |
| | | | | | | | | |
| **TOTAL ALL FUNDS** | **8,947,821** | **8,977,651** | **5,870,230** | **65.39%** | **8,886,151** | **5,879,630** | **66.17%** | **0.16%** |
| *BACC/Project School has been combined with TLRC | | | | | | | | |

| | Non-Reverting Cash Balances | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |
| | | Beginning | Revenue | Other | Expenses | Expenses | Current Year ONLY | Accumulated |
| | | Balance | as of | Misc. | as of | from | Revenue | Balance |
| | | 1/1/2016 | 2/9/2016 | revenue | 2/9/2016 | RESERVE * | Expense | |
| | | | | | | | Over/Under | |
| | | | | | | see explanation below* | (does not include expenses taken from RESERVE) | THIS IS THE TOTAL ACCUMULATED AMOUNT EACH AREA HAS |
| 181000 | Administration | 134,780.39 | 9,490.30 | | 21.87 | | **9,468.43** | 144,248.82 |
| 181001 | Health & Wellness | 4,829.42 | 295.00 | | 11.41 | | **283.59** | 5,113.01 |
| 181100 | Community Relations | 31,378.89 | 0.00 | | 0.00 | | **0.00** | 31,378.89 |
| 182001 | Aquatics | 255,818.81 | 520.00 | | 85.94 | | **434.06** | 256,252.87 |
| 182500 | Frank Southern Center | 71,569.39 | 21,051.39 | | 10,209.66 | | **10,841.73** | 82,411.12 |
| 183500 | Golf Course | 97,378.71 | 2,051.85 | | 0.00 | | **2,051.85** | 99,430.56 |
| 184000 | Natural Resources | 144,386.08 | 443.00 | | 0.00 | | **443.00** | 144,829.08 |
| 184500 | Allison Jukebox | 114,115.65 | 4,917.79 | | 4,951.89 | | **(34.10)** | 114,081.55 |
| *185000 | TLRC | 34,721.22 | 102,584.34 | | 478,866.97 | | **(376,282.63)** | (341,561.41) |
| **185009 | TLRC Reserve | 384,705.40 | 7,343.75 | | 0.00 | | **7,343.75** | 392,049.15 |
| 186500 | Community Events | 396,484.34 | 2,918.14 | | 11,505.49 | | **(8,587.35)** | 387,896.99 |
| 187001 | Adult Sports | 82,810.59 | 734.67 | | 369.92 | | **364.75** | 83,175.34 |
| 187202 | Youth Sports | 87,933.77 | 842.67 | | 717.49 | | **125.18** | 88,058.95 |
| 187209 | Skate Park | 543.88 | 0.00 | | 0.00 | | **0.00** | 543.88 |
| 187500 | Benjamin Banneker Comm Center | 36,821.47 | 4,557.09 | | 4,023.94 | | **533.15** | 37,354.62 |
| 189000 | Operations | 21,405.47 | 1,029.71 | | 16.30 | | **1,013.41** | 22,418.88 |
| 189005 | Dog Park | 5,993.79 | 0.00 | | 0.00 | | **0.00** | 5,993.79 |
| 189006 | Switchyard Property | 125,945.62 | 9,350.00 | | 46.08 | | **9,303.92** | 135,249.54 |
| 189500 | Landscaping | 12,704.36 | 0.00 | | 0.00 | | **0.00** | 12,704.36 |
| 189501 | Cemeteries | 1,497.00 | 0.00 | | 0.00 | | **0.00** | 1,497.00 |
| 189503 | Urban Forestry | 5,680.91 | 200.00 | | 0.00 | | **200.00** | 5,880.91 |
| 10002.01 | Change Fund | (100.00) | 0.00 | | 0.00 | | **0.00** | (100.00) |
| 201-24105 | Deposits | 200.00 | 0.00 | | | | **0.00** | 200.00 |
| | **TOTALS** | **2,051,605.16** | **168,329.70** | **0.00** | **510,826.96** | **0.00** | **(342,497.26)** | **1,709,107.90** |
| | | | | | | | | **(342,497.26)** |
| | | | | | | | | **INCREASE/DECREASE FOR THE CURRENT FISCAL** |

*combined TLRC Fitness 5002 with all other TLRC programs

**Project School Revenue moved to TLRC Reserve

CITY OF BLOOMINGTON
parks and recreation

**STAFF REPORT**

Agenda Item: B-2
Date: 02/10/2016

Administrator:
Review/Approval
PM

**TO**: Board of Park Commissioners
**FROM:** Nikki Wooten, Special Services Coordinator
**SUBJECT:** **BRAVO AWARD- Carson Bickley**
**DATE:** February 16, 2016

The Bloomington Parks and Recreation Department would like to recognize Carson Bickley of the Indiana University Hutton Honors College as the deserving recipient of this month's BRAVO Award.

Carson serves as the liaison between the Parks and Recreation Department and Hutton Honors College. He recruits the majority of volunteer tutors, or Banneker Buddies, for the Banneker Afterschool Program. Last semester, Carson helped recruit 84 individual volunteer tutors. Including volunteer groups, there were a total of 150 volunteers in the program last semester alone. Carson has already recruited more than 30 volunteers for the current semester.

The Banneker Afterschool Program at Fairview Elementary is held from 3:30 until 5 p.m., Monday through Thursday. The program currently serves 50 students. Volunteers tutor these students one-on-one or in small groups, helping students excel in math and reading. Volunteers not only provide a crucial service in helping students have positive and successful school experiences, but also function as role models to students who may find themselves in challenging circumstances.

Beyond his organizational help with the Banneker Buddies program at Hutton, Carson serves as a tutor himself. According to Banneker Program Specialist Erik Pearson, Carson has shown a great passion toward his service, and it translates into the amount of support seen from him and Hutton.

"To get all of the students together and help them see our mission and recruit them to be a part of our afterschool program takes a special person, and Carson certainly represents that," Erik said.

We are pleased to present Carson with the BRAVO award for his exceptional service inspiring his peers to demonstrate philanthropy and leadership by volunteering as tutors.

**RESPECTFULLY SUBMITTED,**

*Nikki Wooten*

Nikki Wooten
Special Services Coordinator

CITY OF BLOOMINGTON
parks and recreation

**STAFF REPORT**

Agenda Item: B-3
Date: 02/10/2016

Administrator
Review/Approval: PM

**TO**: Administrator
**FROM:** Julie Ramey, Community Relations Manager
**SUBJECT:** **Park Partner Award – Bluestone Tree**
**DATE:** February 16, 2016

The Bloomington Parks and Recreation Department would like to recognize Bluestone Tree as the recipient of the Winter-Spring 2016 Parks Partner Award. The Parks Partner Award is a component of the Department's sponsorship program, and honors businesses for their outstanding collaborations.

The Bloomington Parks and Recreation Department faced a dilemma. One of the largest and oldest trees in our city park system, a white oak at Seminary Park that measured about 115' tall and more than 60 inches in diameter, had suffered root damage and was, over the past 10 years, in decline. The Department's urban forestry staff took special care of the tree to try and extend its life, but the tree was evaluated by a professional tree care firm in 2014 and was determined to be hazardous. The tree needed to be removed.

Given the rarity of a white oak tree of this size, and the value of white oak lumber, the Parks and Recreation Department hoped to salvage the logs and lumber from the tree, and to sell the lumber to mitigate the $6,000 to $8,000 cost for removing the tree. The tree's location in a busy park near a heavily traveled street, coupled with its size and questionable stability, affected the cost for removing the tree.

Although the Parks and Recreation Department approached the Indiana forest products industry in order to find a firm that would be willing to remove the tree in exchange for its lumber, there were no takers. Then we received a telephone call from Jerad Oren from Bluestone Tree, a company based here in Bloomington. Jerad, a certified arborist, offered the time, expertise, equipment, and staff to remove the Seminary Park white oak at no cost to the city.

Jerad and his seven-person crew were at Seminary Park before daybreak on Thursday, Jan. 28. With the utmost professionalism, and taking extreme care to protect the park infrastructure, they set up a grapple saw, bucket truck, wood chipper and dump truck, log loader, and equipment truck and trailer. Throughout the day, each member of the crew exhibited tremendous skill in manipulating the grapple saw, running the chain saws and other equipment, and working as a team. The crew removed the limbs from the tree in sections, lowered the limbs to the ground, and used their log loader to put all the salvageable lumber onto

a city truck for transport. Despite the size of the tree and the amount of wood in it, they chipped only a single load of mulch.

We are grateful to Bluestone Tree not only for their generous donation of time, energy, and resources to the Seminary Park oak tree removal, but also for the care they showed during the removal process. They took every safety precaution, and when they left the park was in better shape than when first they started.

While this Park Partner nomination is intended to recognize Jerad Oren and Bluestone Tree, we would be remiss if we did not also mention the numerous city departments and staff who worked throughout the day to keep the removal process going smoothly. We especially want to recognize the Bloomington Police Department and the city's Street Department, who contributed manpower and truck power to secure the removal site for safety, and to haul the logs to a staging facility throughout the day. Their cooperation is greatly appreciated.

We were sad to have to remove this stately, matriarch tree from our city park. Yet, thanks to the combined efforts of city staff, Jerad Oren and Bluestone Tree, the removal occurred safely and flawlessly. We thank Bluestone Tree for showing their dedication to the City of Bloomington, and for leading by example. We are delighted to present Bluestone Tree with our Park Partner Award.

**RESPECTFULLY SUBMITTED,**

Julie Ramey

Julie Ramey
Community Relations Manager

CITY OF BLOOMINGTON
parks and recreation

**STAFF REPORT**

| |
|---|
| Agenda Item: C-1<br>Date: 02-10-2016 |

| |
|---|
| Administrator<br>Review\Approval<br>PM |

**TO**: Board of Parks Commissioners
**FROM:** Paula McDevitt, Acting Director
**DATE:** January 27, 2015
**SUBJECT:** **REVIEW/APPROVAL OF PARTNERSHIP AGREEMENT WITH INDIANA UNIVERSITY DEPARTMENT OF RECREATION, PARKS AND TOURISM STUDIES/SCHOOL OF PUBLIC HEALTH**

**Recommendation**

Staff recommends approval of a partnership agreement with the Indiana University Department of Recreation, Parks and Tourism Studies, a department of the School of Public Health.

**Background**

This partnership formalizes the relationship between the City of Bloomington Parks and Recreation Department and the Indiana University Department of Recreation, Parks and Tourism Studies. For decades, the Parks and Recreation Department has informally cooperated to provide a variety of services to the School of Public Health faculty, staff and students. In return the School of Public Health, particularly RPTS, has provided opportunities for the Parks and Recreation Department's staff that has resulted in benefits to the community as a result of this mutually beneficial partnership. This partnership was first formalized in 2008. Dr. Lynn M. Jamieson, the Chair of the Department of Recreation, Parks and Tourism Studies, is here to answer any questions. We are pleased to be continuing this long standing relationship through the attached partnership agreement.

**RESPECTFULLY SUBMITTED,**

Paula McDevitt

Paula McDevitt
Acting Director

CITY OF BLOOMINGTON
parks and recreation

# COOPERATION SERVICES AGREEMENT
# PROGRAM/ FACILITY PARTNERSHIP

**Partner(s):**

This Agreement is made and entered into this_____day of February, 2016, by and between the City of Bloomington Parks & Recreation Department ("BPRD"), and the Trustees of Indiana University on behalf of its Department of Recreation, Parks and Tourism Studies ("IURPTS").

WHEREAS, BPRD and IURPTS desire to cooperate in the pursuit of opportunities that will be of benefit to both organizations; and,

WHEREAS, IURPTS is dedicated to reaching out into the Bloomington community through on-going outreach activities in an effort to serve the community; and,

WHEREAS, BPRD has the ability to provide staff resources, employment opportunities and other services that benefit the IU community; and,

WHEREAS, IURPTS' purpose and goals coincide with BPRD's purpose and goals for providing service to the community; and,

WHEREAS, BPRD is authorized to plan and develop partnerships and contractual arrangements with non-city organizations to ensure delivery of services;

NOW THEREFORE, the partners do mutually agree as follows:

## 1.0 Purpose of Agreement:

The purpose of this Agreement is to outline a program partnership which will serve as a basic understanding of the services each organization provides to the other.

## 2.0 Duration of Agreement:

The term of this Agreement shall begin March 1, 2016 and run through December 31, 2016. The partners may agree in writing to renew or extend the term of the Agreement.

## 3.0 City of Bloomington Parks & Recreation Department Agrees to:

3.1 Provide a list of professional staff as resources to serve as guest speakers in IURPTS classes (March 2016 for August 2016 semester and October 2016 for January 2017 semester;

3.2 Provide a list of professional staff eligible to teach (Masters degrees and/or professional

experience) as adjunct instructors for IURPTS classes (March 2016 for August 2016 semester and October 2016 for January 2017 semester;

3.3 Provide staff to serve on IURPTS boards and committees when appropriate;

3.4 Provide access to professional staff for student interviews and class projects generated by IURPTS professors;

3.5 Provide internship opportunities for qualified IURPTS students;

3.6 Provide seasonal job opportunities for qualified IURPTS students;

3.7 Include IURPTS faculty in BPRD comprehensive plan discussions; and

3.8 Encourage future programming options that would further expand the goals of each partner.

3.9 Provide staffing, guidance, event and program opportunities for identified IURPTS Service Learning classes.

**4.0 The Indiana University Department of Recreation, Parks and Tourism Studies Agrees to:**

4.1 Coordinate class projects and interviews with BPRD staff as much in advance as possible;

4.2 Provide BPRD with the highest qualified internship candidates possible;

4.3 Collaborate with BPRD staff on faculty research efforts that would be of mutual value to both BPRD and IURPTS;

4.4 Provide tuition reduction for two (2) participants for the IU Executive Development Program during the term of this Agreement;

4.5 Provide adjunct lecture opportunities to BPRD staff members, where appropriate; and,

4.6 Provide stipends for travel, when possible, to National Recreation and Parks Association conference for selected BPRD staff to jointly staff the IURPTS exhibit hall booth.

4.7 Provide placement for BPRD staff in IURPTS Service Learning classes.

**5.0 Terms Mutually Agreed to By All Partners:**

5.1 The intent of this Agreement is to document a mutually beneficial partnership between BPRD and IURPTS;

5.2 The staff and personnel involved will at all times represent all partners to this Agreement in a professional manner and reflect the commitment of all partners to quality services and customer satisfaction;

5.3 The commitment of personnel, promotions, equipment and funding sources will be honored according to the timetable agreed upon by all partners;

5.4 This Agreement and the services provided will be re-evaluated in December 2016.

**6.0 Insurance:**

During the course of this Agreement, IURPTS and BPRD shall maintain General Liability insurance in a minimum amount of $1,000,000.00 for any personal injury or product liability claim and $2,000,000.00 in the aggregate, and Auto Liability in the amount of $1,000,000.00 combined single limit. Prior to the commencement of the term of this Agreement, each entity shall provide the other with a certificate of insurance evidencing this coverage and naming the other as an additional insured.

**7.0 Termination:**

7.1 Termination by mutual agreement: The partners may terminate this Agreement prior to December 31, 2016, by mutual written agreement only.

7.2 Unilateral termination: In the event that one of the partners to this Agreement breaches any of its terms and conditions, the non-breaching partner shall serve written notice of the breach to the other partner by certified mail. The breaching partner shall then have ten (10) days from the date of mailing in which to cure the breach. If the breaching partner fails to cure the breach within ten (10) days, the non-breaching partner may, at its option and in writing, unilaterally terminate the Agreement.

**8.0 Notice:**

8.1 Notice regarding any significant concerns or issues of non-compliance shall be given to those contacts as follows:

| **Bloomington Parks & Recreation** | **IU Department of Recreation, Park and Tourism Studies** |
|---|---|
| Paula McDevitt<br>Acting Director<br>PO Box 848<br>Bloomington, IN 47402<br>812-349-3713 | Dr. Mohammad Torabi<br>Dean, School of Public Health<br>SPH 111<br>Bloomington, IN 47405<br>812-855-1561 |

8.2 Representatives for the day-to-day operational implementation of this Agreement are:

| **Bloomington Parks & Recreation** | **IURPTS** |
|---|---|
| Paula McDevitt<br>PO Box 848<br>Bloomington, IN 47402<br>812-349-3771 | Dr. Lynn M. Jamieson<br>SPH 129<br>Bloomington, IN 47405<br>812-855-47 |

IN WITNESS WHEREOF, the partners have signed this Agreement on the date first set forth.

**CITY OF BLOOMINGTON**

_____

Leslie J. Coyne, President Board of Parks Commissioners

_____

John Hamilton, Mayor, City of Bloomington

_____

Paula McDevitt, Acting Director, City of Bloomington, Department of Parks & Recreation

**TRUSTEES OF INDIANA UNIVERSITY**
**SCHOOL OF PUBLIC HEALTH**

_____

Dr. Lynn M. Jamieson, Chair IU Recreation Parks and Tourism Studies

_____

Dr. Mohammad Torabi, Dean School of Public Health

_____

Mary Frances McCourt, Treasurer for the IU Board of Trustees

CITY OF BLOOMINGTON
parks and recreation

# STAFF REPORT

Agenda Item: C-2
Date 02-10-2016

Administrator
Review\Approval
PM

**TO**: Board of Park Commissioners
**FROM:** Marcia Veldman, Program Coordinator
**DATE:** **February 16, 2016**
**SUBJECT:** **PREPARED FOOD VENDING AGREEMENTS FOR MARKET**

**Background**

At the Bloomington Community Farmers' Market (BCFM) there are three categories of vendors, each with a unique set of guidelines and means of participation. The vast majority of the vendors are the farm vendors and the BCFM accepts applications from anyone who raises farm product in Indiana. We also host A Fair of the Arts, a juried art and craft fair, with thirty vendors selling on the second Saturday of the month. The third group of vendors is the Prepared Food Vendors (PFV) who combined comprise the Market B-Line Cafe.

On January 4, 2016 staff sent a Request for Proposal (RFP) to 54 individuals and organizations who have expressed an interest in selling prepared food at Market in the last two years. Additionally a Legal Notice ran in the *Herald-Times* on two consecutive Sundays informing the public of the RFP.

The RFP established 10 criteria by which proposals would be evaluated; 1) Menu, 2) Production, 3) Price, 4) Customer Satisfaction, 5) Reliability, 6) Local Entity, 7) Market Product Balance,
8) Utilization of Local Product, 9) Interest in Non-Peak Season or Limited Occasion Sales, and 10) Fulfillment of Terms of Previous Agreement.

Eight of the PFV agreements in 2015 allowed for the continuation of the contract for one additional year if agreeable to both parties. Eight contracts terminated. Proposals were received by the deadline from sixteen businesses and individuals.

**Recommendation**

A proposal review committee made up of two Farmers' Market Advisory Council members and three Market staff reviewed the proposals and make the following recommendations.

Continue the agreements with the eight PFV whose contracts allow for their continuation: Musgrave Orchard, Scholar's Inn Bakehouse, Brown County Coffee, Feast, Piccoli Dolci, Mt. Pilot BBQ, Soma Café and Juice Bar and Chris Voster.

Musgrave Orchard would like to sell apple cider and caramel apples only in November.

The Scholar's Inn Bakehouse would like to sell their breads, muffins, scones, and pastries in April through

November.

Brown County Coffee would like to sell beans, prepared coffee, espresso drinks and hot cocoa in April through November.

Feast would like to sell tamales as well as an assortment of breakfast items and smoothies in April through November.

Piccoli Dolci would like to sell to sell their authentic Italian and European pastries and baked goods, with some being packaged to take home and others intended for on-site enjoyment in April through November.

Mt. Pilot BBQ would like to sell their sauces and rubs, as well as pulled pork sandwiches in April – October.

Soma Café and Juice Bar would like to sell coffee, muffins, and scones in April – November.

Chris Voster would like to sell kettle corn in April - November.

Enter into contracts with the following seven PFV's:

Muddy Fork Farm would like to sell their artisanal breads, baked goods and pizza in April through November.

Sweet Claire would like to sell a variety of European style breads and rolls in April through November.

The following five are recommended for space sharing and therefore the committee recommends entering into one year contracts with each of them.

Sazon would like to sell tacos in April through November. Sofra would like to sell Turkish food in April – November. The committee recommends they sell on alternating weeks.

Aahaa Chai would like to sell teas in April through November. Primally Inspired Eats would like to sell gluten free baked goods in April – October. Pie First Bakery would like to sell pies in May – October. The committee recommends Aahaa Chai and Primally Inspired Eats share a space and sell every other week with Pie First occupying the full space on alternating weeks.

Additionally the committee recommends entering into a contract with Wild Alaska Salmon, Sazon, Uel Zing and Zeitgeist Creamery for selling at the Tuesday Market.

The Prepared Food Vending Agreement has been approved by Legal.

**RESPECTFULLY SUBMITTED,**

_____

Marcia Veldman
Program Coordinator

Attachments: Request for Proposal, Prepared Food Vending Agreement, Proposals Submitted, 2015 Monthly PFV 10% Report.

# Agreement for Prepared/Processed Food and Beverage Vending
# Bloomington Community Farmers' Market

This Agreement, entered into this 23rd day of February, 2016, by and between the City of Bloomington Parks and Recreation Department ("Parks") and Prepared/Processed Food and Beverage Vendor ("Food Vendor"),

**WITNESSETH:**

WHEREAS, Parks manages the Bloomington Community Farmers' Market ("Market) at Showers Common, 401 North Morton Street, Bloomington, Indiana; and,

WHEREAS, the Food Vendor wishes to operate a stand in this location;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties agree as follows:

**A. TERM OF AGREEMENT**

The term of this Agreement shall begin on April 2, 2016 and end on November 26, 2016. The terms of this Agreement may be extended one (1) additional year if agreeable to both parties. The extension, however, is not automatic and must be agreed to in writing by both parties.

**B. FOOD VENDOR'S RESPONSIBILITIES**

**1.** **Vending Fee:** Food Vendor shall pay Parks a vending fee of two hundred and sixty dollars ($260) plus ten percent (10%) of gross proceeds. The two hundred and sixty dollars ($260) shall be paid in one installment on or before March 25, 2016. The ten percent (10%) of gross proceeds shall be paid monthly on or before the 15th of the month following the month gross proceeds were collected. In addition to the payment of ten percent (10%) gross proceeds, the Food Vendor shall include documentation of gross proceeds earned at each Market.

**2.** **List and Price:** The Food Vendor shall furnish Parks with a complete list of product to be sold and prices charged per item by March 25, 2016. Such product list and pricing is subject to the approval of the Parks Administrator. The Food Vendor must display legible price markers for goods offered for sale.

**3.** **Insurance:** The Food Vendor shall maintain comprehensive general liability insurance, which shall include premises, operations and product liability. Coverage shall be in the amount of one million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) in the aggregate. The policy shall name the City of Bloomington and the Food Vendor as insured parties, and the Food Vendor shall provide Parks with a certificate of insurance prior to the commencement of operations under

SAMPLE

this Agreement. The Food Vendor and its insurer shall notify Parks within ten (10) days of any insurance cancellation.

**4.** **Employees:** The Food Vendor shall employ all personnel necessary for the operation of the food stand, and shall pay all necessary wages and payroll tax for such employees. Food stand attendants must be a minimum of sixteen (16) years of age.

**5.** **Recordkeeping**: The Food Vendor shall keep and maintain accurate records reflecting the revenues of the food stand. These documents shall be open to inspection at all reasonable times by authorized agents of Parks.

**6.** **Rules and Regulations:** The Food Vendor shall also comply with all local, state and federal laws, including health codes regarding preparation of food, operation of open-air stand and employment of all personnel.

The Food Vendor shall obtain all necessary permits from Monroe County Health Department, Indiana Alcohol and Tobacco Commission, Federal Tax and Trade Bureau, Indiana State Excise Tax Police, and from any and all other controlling agencies or boards, prior to commencement of operations under this Agreement. Copies of pertinent permits shall be submitted along with the signed copy of the contract.

If the Food Vendor is selling as a Home Based Vendor, Food Vendor is responsible for ensuring all products are "non-potentially hazardous foods" and are required to have an analysis completed to determine if a product in questions is indeed a "non-potentially hazardous food" and provide written report of said analysis.

**7.** **Days and Hours of Operation:** The Food Vendor agrees to attend and sell at Market each and every Saturday beginning April 2, 2016 through September 24, 2016 from 8:00 am until 1:00 pm, and October 1, 2016 through November 26, 2016 from 9:00 am until 1:00 pm.

**8.** **Entering and Exiting the Market:** The Food Vendor must occupy the assigned space by 15 minutes prior to Market opening time. The Food Vendor may park along the curb next to B-Line plaza to unload. The vehicle must be removed from the curb by a schedule set in advance of the season.

**9.** **Assignments and Limits of Space**: The Food Vendor will be assigned by Parks one vending space limited to 10 feet wide by 10 feet deep prior to commencement of this Agreement.

**10.** **Gift Certificate Program/SNAP:** The Food Vendor agrees to participate in the Farmers' Market Gift Certificate Program/SNAP (GCP/SNAP) organized by the City. A Farmer/Prepared Food Vendor Training Guide will be provided. The Food Vendor agrees to read the Training Guide

SAMPLE

and abide by the rules established in the Training Guide. Completion of a Substitute W9 form and Electronic Funds Transfer form is necessary for first-time participants in the GCP/SNAP. If the Food Vendor has participated in previous years, no further paperwork is necessary.

**11.** **Property Maintenance and Utilization:** The Food Vendor must vacate premises by 2:00 pm and remove all personal items and equipment. The Food vendor must remove all recyclable and compostable materials from site. The Food Vendor must protect brick pavers within vending space from soiling due to food and beverage spills. The Food Vendor must ensure that weather protection devices are securely anchored. The Food Vendor must utilize compostable serving materials whenever possible.

**12.** **Indemnification:** The Food Vendor hereby agrees to release, hold harmless, and forever indemnify the City of Bloomington, its Department of Parks and Recreation, and its employees, officers, agents and assigns from any and all claims, causes of action, suits, proceedings or demands which may arise from or in any way be connected to Food Vendor's activities under this Agreement, even if arising from the negligence of releasee. This release, hold harmless and indemnification includes claims which may be brought by any third party against the City of Bloomington and its related entities as set forth above.

**13.** **Verification of New Employees' Immigration Status:** The Food Vendor is required to enroll in and verify the work eligibility status of all newly-hired employees through the E-Verify program. (This is not required if the E-Verify program no longer exists). The Food Vendor shall sign an affidavit, attached as Exhibit A, affirming that The Food Vendor does not knowingly employ an unauthorized alien. "Unauthorized alien" is defined at 8 U.S. Code 1324a(h)(3) as a person who is not a U.S. citizen or U.S. national and is not lawfully admitted for permanent residence or authorized to work in the U.S. under 8 U.S. Code chapter 12 or by the U.S. Attorney General.

The Food Vendor and any subcontractors may not knowingly employ or contract with an unauthorized alien, or retain an employee or contract with a person that the Food Vendor or subcontractor subsequently learns is an unauthorized alien. If the City obtains information that the Food Vendor or subcontractor employs or retains an employee who is an unauthorized alien, the City shall notify the Food Vendor or subcontractor of the contract violation and require that the violation be remedied within 30 days of the date of notice. If the Food Vendor or subcontractor verified the work eligibility status of the employee in question through the E-Verify program, there is a rebuttable presumption that the Food Vendor or subcontractor did not knowingly employ an unauthorized alien. If the Food Vendor or subcontractor fails to remedy the violation within the 30 day period, the City shall terminate the contract, unless the City or City department that entered into the contract determines that terminating the contract would be detrimental to the public interest or public property, in

SAMPLE

which case the City may allow the contract to remain in effect until the City procures a new contractor. If the City terminates the contract, the Food Vendor or subcontractor is liable to the City for actual damages.

The Food Vendor shall require any subcontractors performing work under this contract to certify to the Food Vendor that, at the time of certification, the subcontractor does not knowingly employ or contract with an unauthorized alien and the subcontractor has enrolled in and is participating in the E-Verify program. The Food Vendor shall maintain on file all subcontractors' certifications throughout the term of the contract with the City.

**C. RESPONSIBILITY OF PARKS**

Parks shall invoice the Food Vendor for payment of two hundred and sixty dollars ($260) vending fee at least twenty (20) days in advance of due date. Parks shall not invoice the Food Vendor for ten percent (10%) of gross sales.

**D. ASSIGNMENT OF AGREEMENT**

The Food Vendor shall not assign or sub-contract this Agreement or any of its terms, except with prior written approval of the Parks Administrator.

**E. BREACH OF AGREEMENT**

In the event one of the parties to this Agreement breaches any of its terms and conditions, the non-breaching party shall serve written notice of the breach to the other party by certified mail. The offending party shall then have seven (7) days from the date of mailing in which to cure the breach. If the offending party fails to cure the breach within seven (7) days, the non-breaching party may, at its option and in writing, unilaterally terminate the Agreement.

**F. TERMINATION**

**1.** **Termination by mutual agreement**: The parties may terminate this Agreement prior to November 26, 2016 by mutual written agreement.

**G. MISCELLANEOUS**

**1.** **Enforcement**: In the event that either party must resort to litigation in order to enforce the terms of this Agreement, the party found to be in breach of the Agreement shall bear expenses of such litigation, including, but not limited to, court costs and reasonable attorney fees.

**2.** **Waiver**: No failure of either party to enforce a term of this Agreement against the other shall be construed as a waiver of that term, nor shall it in any way affect the other party's right to enforce that term. No waiver by any party of any term of this Agreement shall be considered to be a waiver of any other term or breach thereof.

**4.** **Safety**: The possession of alcoholic beverages, drugs and other illegal controlled substances, fireworks, air rifles, paintball guns, bow and arrows, cross bows, swords, and pellet guns is strictly prohibited in any park or park facility. Pursuant to Bloomington Municipal Code

SAMPLE

14.20.020, the discharge of a firearm is strictly prohibited within the City's jurisdiction.

**5.** **<u>Notices</u>**: Any notice required by this Agreement shall be made in writing to the addresses specified below:

**Parks**: Parks and Recreation Department, City of Bloomington, P.O. Box 100, Bloomington, IN 47402, ATTN: Marcia Veldman.

**Food Vendor**:

SAMPLE

# Request for Proposals

## Bloomington Community Farmers' Market
## Prepared/Processed Food and Beverage Vending Stall

City of Bloomington
Department of Parks and Recreation
Bloomington, Indiana

January 4, 2016

Prepared by:
Marcia Veldman
Farmers' Market Coordinator
City of Bloomington
Parks and Recreation Department
Fax: 812.349.3705
Email: veldmanm@bloomington.in.gov

# REQUEST FOR PROPOSALS
# Prepared/Processed Food Vending Stall

## • Introduction

The City of Bloomington Parks and Recreation Department is seeking proposals from interested individuals, organizations, or businesses in operating a Prepared/Processed Food and Beverage Vending Stall at the Bloomington Community Farmers' Market during the 2016 Market season. Up to eleven full-season prepared/processed food and beverages vendors will be selected to participate in the 2016 season. Consideration will also be given to prepared/processed food and beverage vendors interested in selling during non-peak season or on limited occasions.

Selected vendors will be required to execute an Agreement for Prepared/Processed Food and Beverage Vending, a sample copy of which is available on-line at bloomington.in.gov/farmersmarket.

The Bloomington Community Farmers' Market, entering its 42nd season, has stayed true to its mission of providing a place for people to come together to buy local produce, thereby supporting small farmers and gardeners, securing a local food source and enriching the community. In 2015 over 200,000 people attended the Bloomington Community Farmers' Market.

## Point of Contact/Mailing Address

Marcia Veldman
Farmers' Market Coordinator
City of Bloomington
Parks and Recreation Department
P.O. Box 848
Bloomington, Indiana 47402

Fax: 812.349.3705
Phone: 812.349.3738
Email: veldmanm@bloomington.in.gov

## • Project Timeline

**SUBMISSION DEADLINE:** Monday, February 1, 2016 – No later than 5:00 p.m. local time.

Selection of Prepared/Processed Food and Beverage Vendors: By the Board of Park Commissioners on Tuesday, February 23, 2016 at 4 p.m. in the Council Chambers.

## • Days and Hours of Operation

Full-season Prepared/Processed Food and Beverage Vendor shall be contractually obligated to operate a Prepared/Processed Food and Beverage Vending Stall every Saturday, rain or shine, beginning May 7, 2016 through October 29, 2016 during Market hours. Prepared/Processed Food and Beverage Vendors have the option to additionally sell at Market in the Non-Peak Season; April 2016 (April 2 through 30), November 2016 (November 5 through 26) and/or on Tuesdays from 4 - 7 p.m. (June 7 - September 27).

Consideration will also be given to Vendors who are interested in only selling Prepared/Processed Foods and Beverages in either month of the Non-Peak Season (April and/or November 2016) or on Limited Occasions.

Consideration will also be given to Prepared/Processed Food and Beverage Vendors who are willing to share a Stall with another Vendor.

- ## Basic Services

**Prepared/Processed Food and Beverage Vendor will assume all the following costs of operations:**
Food Cost
Labor
Food Service Equipment
Recycling and Compost Removal
Licenses, Permits and Local Taxes
If selling as a Home Based Vendor, costs associated with having food analyzed and a report prepared to determine if it is a "potentially hazardous food".
Maintenance of Comprehensive General Liability Insurance (policy must include premises, operations, and product liability) with minimum limits of coverage of $1 million per occurrence and $2 million in the aggregate.

**The City will provide the following at no cost:**
Water (direct access is only available to a limited number of vendors and may not be available in November)
Trash Disposal
Electricity (only available to a limited number of vendors)

- ## Location of Prepared/Processed Food and Beverage Vending Stalls

Most Prepared/Processed Food and Beverage vending stalls are 10' wide x 10' deep spaces located on the Farmers' Market B-Line plaza (the Market B-Line Café). Vehicular access to the stall will be limited. One Prepared/Processed Food and Beverage vending stall may be 10' x 24'.

- ## Cost to Manage

The Prepared/Processed Food and Beverage Vendors shall pay the City of Bloomington Parks and Recreation a vending fee of two hundred and sixty dollars ($260) for the months of May 2016 through October 2016 plus ten percent (10%) of gross proceeds. If the vendor chooses to sell in April 2016, an additional vending fee of fifty ($50) will be assessed. If the vendor chooses to sell in November 2016, an additional vending fee of seventy dollars ($70) will be assessed. If vendor chooses to sell at the Tuesday Market in 2016, an additional vending fee of one hundred and nineteen dollars ($119) will be assessed.

A proposal does not need to be accompanied by a certified check or other evidence of financial responsibility.

Non-Peak Season and Limited Occasion Prepared/Processed Food and Beverage Vendors vending fees will be determined based on the number of times selling and on the location. The vending fee will be ten dollars ($10) per Market day.

The entire vending fee shall be paid in one installment on or before March 25, 2016. The ten percent (10%) of gross proceeds shall be paid monthly on or before the 15th of the month following the month gross proceeds were collected.

- ## General RFP Submittal Requirements

Written proposals must address all elements of the evaluation criteria listed below (Proposal Evaluation Criteria) and must provide contact information including name, address, phone number and email address. Full-Season vendors should indicate desire to sell in April, November and/or Tuesday in 2016 and interest in sharing a stall with another Prepared/Processed Food and Beverage Vendor. Non-Peak Season/Limited Occasion vendors should indicate dates interested in vending. Proposals may include additional pertinent information.

Proposals shall be submitted in a sealed envelope addressed c/o Marcia Veldman, the City of Bloomington Parks and Recreation Department, P.O. Box 848, Bloomington, IN, 47402, labeled with the title "Farmers' Market Prepared/Processed Food and Beverage Vending RFP," the date, and the name, email and phone number of the vendor submitting the proposal.

- ## Opening of Proposals

Proposals will be opened in a manner so as to avoid disclosure of contents to competing offerors during the process of negotiation.

- ## Proposal Evaluation Criteria

A review committee consisting of Parks staff, Board of Park Commissioners and Farmers' Market Advisory Council members shall review all proposals based on the evaluation criteria outlined below, and make a selection at its own discretion of a combination of vendors whose product fulfills the goals of the Farmers' Market best. The review committee will make a recommendation to the Department, who will review it and make a recommendation to the Board of Park Commissioners regarding its selection of Prepared/Processed Food and Beverage Vendors. The Board of Park Commissioners will make the final selection of the Prepared/Processed Food and Beverage Vendors.

The Department of Parks and Recreation reserves the right to accept and/or reject any and all proposals. Discussions may be conducted with responsible groups who submit proposals determined to have a reasonable likelihood of being selected for an agreement. Submission of proposals indicates acceptance by the vendor of the conditions contained both in the RFP and the Agreement for Prepared/Processed Food and Beverage Vending, unless clearly and specifically noted in the proposal.

The following criteria will be considered in selecting the vendors:

**1) Prepared/Processed Food & Beverage Offerings/Variety/Creativity/Taste**

Applicant must be able to provide quality, tasteful, made from scratch, locally-produced prepared food and beverages, (including wine). Vendors are encouraged to offer a small selection of well-crafted items, as opposed to large restaurant style menus. Typical carnival style food will not be considered. Pet treats will be considered.

**Proposals should include a list of anticipated menu items in order of vendor priority with item listed first being highest priority. If water, electricity or other special arrangements are required on site, please indicate that next to the menu item with detailed information including the number and style of outlet(s) as well as the amps required.** Selection of vendor will, in part, be based on the sampling of food and beverage items. Parks staff will contact parties responding to RFP to arrange delivery of food and beverages for sampling.

Applicants may request to sell raw or minimally processed agricultural products *if* the products are raised/processed by the vendor present at the stand, and in conjunction with other prepared/processed food and beverage offerings. However, if the applicant is proposing to sell primarily raw or minimally processed agricultural products that are allowed to be sold by farm vendors, consideration will only be given if those products have *not* been available for sale by farm vendors in the previous season. And then, the selection is still at the discretion of the review committee.

**2) Production**

Demonstrated ability to prepare and provide ample product to serve Market customer needs. Proposals will be reviewed for feasibility given the constraints of the vending area. A typical Market day attracts approximately 7,000 visitors.

Applicants intending to sell as a Home Based Vendor should indicate such in their proposal and should demonstrate an understanding of the law (HEA 1309) by submitting a menu that does not include "potentially hazardous food".

**3) Price List**

The Department is interested in keeping prices reasonably inexpensive. Prices will be considered in the selection of vendors. Please, provide a list of anticipated prices for menu items.

**4) Customer Satisfaction**

Provide assurance of high standards of customer service including product being displayed in a pleasing and appetizing manner, and friendly, reliable service.

**5) Reliability**

Demonstrated ability to have successfully provided services similar in size and complexity or have the organization, staffing and resources to successfully operate a Prepared/Processed Food and Beverage Vending Stall.

**6) Local Entities**

Prefer an individual, organization, or business that is owned and operated in the City of Bloomington with Monroe County individuals, organizations or businesses receiving secondary preference. Franchises are not permitted.

**7) Market Product Balance**

Items should be appropriate to the setting and complement/balance the other offerings available at the Farmers' Market. Selection will include vendors with food and beverages intended for on-site and/or off-site consumption. Product

typically available from farm vendors will only be considered if it is a secondary product.

**8) Utilize Locally Grown or Raised Product**

Preference will be given to vendors who prioritize use of locally (Indiana) grown or raised ingredients in their prepared/processed food and beverage items. Identify anticipated sourcing of food items to be purchased from local farms.

**9) Criteria Specific to Non-Peak Season/Limited Occasion Vendors**

Preference will be given to vendors providing product that increases the diversity of product availability, that has close association with Farmers' Markets, and that reflects the atmosphere of the Market. Consideration will be based on space availability.

**10) Previous Prepared/Processed Food and Beverage Vendors**

Prepared/Processed Food and Beverage Vendors who have sold in previous seasons will only be considered if they have fulfilled the terms of previous agreements including paying 10% of gross proceeds.

**2015 Monthly Payments from Prepared Food Vendors**

| Vendor | Feast - 2 | Bfoods - 1 | SIB - 2 | Mt Pilot - 2 | BCC - 2 | Musgrave - 2 | No Coast - 1 | Sweet - 1 | Muddy - 1 | Piccoli - 2 | Voster - 2 | Ugo - 1 | Primal -1 | Sofra - 1 | Pie - 1 | Inga | SOMA - 2 | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MCHD | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | N | Y | Y | Y | Y | |
| Agreement | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | |
| Liability | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | |
| GCP/FSI | Y | Y | Y | Y | Y | N | Y | Y | Y | Y | Y | Y | Y | Y | Y | | Y | |
| Lease | $330 | $330 | $330 | $300 | $330 | $30 | $180 | 330 | 330 | 330 | 260 | 100 | 65 | 180 | 130 | 119 | 80 | |
| April | 371 | 167 | 354 | 330 | 661 | 0 | 114 | 384 | 1304 | 458 | $111 | 162 | 0 | 157 | 0 | 0 | 0 | |
| May | 643 | 275 | 561 | 375 | 1117 | 0 | 167 | 512 | 1705 | 675 | 253 | 67 | 125 | 147 | 349 | 0 | 0 | |
| June | 464 | 161 | 499 | 255 | 765 | 0 | 72 | 306 | 1213 | 468 | 144 | 23 | 141 | 157 | 269 | 0 | 0 | |
| July | 482 | 215 | 650 | 281 | 861 | 0 | 40 | 399 | 1221 | 521 | 192 | 70 | 149 | 152 | 270 | 0 | 0 | |
| August | 648 | 168 | 1000 | 278 | 1214 | 0 | 70 | 706 | 1709 | 726 | 236 | 99 | 246 | 225 | 321 | 0 | 0 | |
| September | 454 | 140 | 569 | 190 | 869 | 0 | 50 | 536 | 1326 | 490 | 107 | 42 | 155 | 127 | 308 | 0 | 0 | |
| October | 347 | 0 | 445 | 184 | 848 | 0 | 0 | 424 | 1477 | 481 | 108 | 38 | 83 | 175 | 378 | 0 | $85 | |
| November | 96 | 0 | 161 | 0 | 398 | $70 | 0 | 226 | 729 | 244 | 13 | 48 | 0 | 115 | 0 | 0 | 0 | |
| HM | $40 | $40 | $40 | $0 | $40 | $40 | $40 | 40 | 40 | 40 | 40 | 40 | 0 | 40 | 0 | 0 | 40 | |
| TOTAL | $3,875 | $1,496 | $4,609 | $2,193 | $7,103 | $140 | $733 | 3863 | $11,054 | $4,433 | $1,464 | 689 | 964 | $1,475 | $2,025 | 119 | 205 | $46,440 |
| | | | | | | | | | | | | | | | | | | |

April - Nov

# Farmers' Market Prepared/Processed Food and Beverage Vending RFP

Muddy Fork Farm & Bakery
Eric Schedler & Katie Zukof
4569 Earl Young Rd.
Bloomington, IN 47408
812-334-5814
muddyfork@gmail.com

January 13, 2016

Dear Members of the Farmers' Market Advisory Council,

We are writing to apply for a space as a Prepared/Processed Food and Beverage Vendor at the Bloomington Community Farmers Market from April 2016 through November 2016.

Muddy Fork Bakery is home to Indiana's only wood-fired, brick-oven bakery, where we make the finest sourdough and whole-grain breads and stellar pastries. We mill organic whole wheat, rye, spelt and kamut fresh for each bake on a stone mill. We make our bread in the ancient tradition—lots of water, freshly milled flour, salt, a wild leavening culture, baked directly on the wood-fired hearth. We also make our own butter from fresh organic cream weekly, which we use to make our croissants. We bake our bread and pastries in the early morning hours on Saturday and bring it at the peak of freshness to the farmers' market.

In addition, we bake focaccia and hearth-baked pizza with the finest local and organic ingredients at market, served warm to customers.

Our breads include: (all $5.50)

- Sunflower whole wheat
- Sesame spelt
- Rustic sourdough
- Jewish rye
- Seeded kamut
- Baguettes
- Croissant loaves
- *Focaccia (baked fresh at market!)

In addition to bread, we are also selling (* = requiring electricity—see below)

- Scones made with seasonal fruit ($3)
- Croissants—8 varieties:
  - Plain ($3.25)
  - Almond ($3.75)
  - Pretzel ($3.75)
  - Chocolate ($3.75)

- *Ham and Swiss ($4.25)
- *Chard and Swiss ($4.25)
- Apple ($3.75)
- Seasonal fruit (including blackberry, raspberry, strawberries and cream, peaches and cream and pumpkin pie.) ($3.75)

- *Soft pretzels ($2.75)
- Granola ($5.25 for 10 oz. or $14.25 for 2 lbs.)
- Granola bars ($2.50 or 4 for $8)
- Muesli ($5.25 for 10 oz. or $14.25 for 2 lbs.)

We also sell the following hot items:

- *Pizza made on-site (3-4 varieties at a time): ($4.21)
  - Breakfast (bacon & eggs)
  - Veggie (goat cheese with seasonal vegetables such as bell peppers or asparagus)
  - Italian sausage
  - Tomato basil mozzarella
- *Organic hot cocoa (spring & fall only) ($3.04)

And in the summer months we sell:

- Berry lemonade (made with seasonal berries) ($2.50)
- Yogurt granola parfaits ($4.50)
- Smoothies ($4.91)

**NEW FOR THIS SEASON**: We would like to sell freshly-milled kamut, wheat, spelt and rye flour as well as some mixes. We are currently developing these products, but they may include several varieties of pancake mixes, waffle mix and scone mix. We use only organic grains, and mill them in house on our stone mill. Prices TBA.

***We have the following electrical needs:**

- Pizza heater: 3.96 amps
- Warmer (for croissants & pretzels): 3.25 amps
- Cocoa heater: 3.33 amps each (we have a 2 of these)
- Blender: 13 amps (but it is not running continuously, and not in the same season as cocoa heaters)
- Pizza oven: 2850 watts, 20 amp outlet—needs 208-240 volt receptacle.

We have extension cords and power strips, so we need a total of 2 outlets provided by the City of Bloomington, one at 120 volts and one at 208-220 volts.

Muddy Fork Farm & Bakery is committed to using locally-grown and organic ingredients. Our first preference is for ingredients that are both locally-grown and organic, followed by locally-grown but not organic, and if the ingredient is not available locally, we use organic ingredients. We also make some of our own ingredients (freshly-milled flour, butter, buttermilk) in order to achieve the quality and freshness that we are seeking. We feel that the increase in expense to us is well worth the high quality of our ingredients and the support of our local farmers. The following is a list of ingredients we use and where they come from:

- Eggs are from Heartland Family Farm or Schacht Farm
- Butternut squash is grown at Muddy Fork.
- Honey is from Hunter's Honey
- Pork lard is from Padgett Family Farm or Rhodes Family Farm
- Smoothie, lemonade, croissant, scone & parfait fruit are all local, usually from market vendors. Peaches and apples are from Olde Lane Orchard. Strawberries are from Heartland Family Farm. Blackberries are from Ewenique Heritage Farm and blueberries are from Bray's U-pick. Raspberries are from market vendors.
- Swiss cheese for croissants is from Twilight Dairy.
- Ham for croissants is from Schacht Farm.
- Chard for croissants is usually from Moon Valley Farm, although we sometimes use our own.
- Mozzarella cheese for pizza is from Ludwig Farmstead Creamery.
- Goat cheese for pizza is from Capriole.
- Bacon for pizza is from Schacht Farm.
- Italian sausage for pizza is from WE Farm.
- Vegetables for pizza are from a variety of market vendors. We make the sauce from scratch using our own herbs and we often use local garlic and onions. We always use our own basil for the tomato, basil, mozzarella.
- We make the almond paste for the almond croissants from scratch.
- Most other ingredients are certified organic.
- We use fair-trade cinnamon, cocoa and sugar.

As you all know, we had a devastating fire immediately prior to the opening of the 2014 season. We are incredibly grateful that the Bloomington Community Farmers Market allowed us to vend although we had limited products for most of the season. We are also incredibly appreciative that you installed a 220-volt outlet so that we could sell pizza on-site when we had no bread to sell.

We have demonstrated reliability during our past six seasons as vendors at the Bloomington Community Farmers Market. In six years, the only markets we have missed were one for each of the births of our daughters and one immediately following the fire. We have also been conscientious about paying our 10% of gross proceeds as well as our vending fee on time and have never made a late payment.

We are also conscientious about paying sales tax, which applies to beverages and hot foods, as well as payroll tax and workers' comp for our employees.

Our customers are also extremely satisfied with our products. Here are a few testimonials:

*"My wife is German, and grew up down the valley from a 15th century mill, whose current owners specialize in organic, artisanal breads. This European tradition of rich, healthy breads is hard to find in the American Midwest, but we finally found it in Muddy Fork Farm. Their breads are delicious, and help one to understand how bread can be the staff of life." (Joseph Fitzgerald).*

"Eric, the croissant we purchased from you this morning at the winter market... absolutely world class fantastic! The delicate crisp toasted exterior, gorgeous color, and that sumptuous buttery airy layered interior, with the perfect chew.. best Bloomington has ever experienced. Bravo! Your hand churned butter and mastery of the laminating dough process, with perfect cooking, is a true delight." (Robert Shakespeare).

**We have achieved impressive growth over the past 6 years with gross sales increasing between 40 and 50% every year**. Our average gross sales in 2011 were $756 per market, a 40% increase over the previous season. In 2012 our average gross sales were $1087 and in 2013 they were $1507 (also a 39-40% increase each year). In 2014, the year of the fire, we held steady with an average of $1681 per market. In 2015, we nearly doubled our average weekly gross sales to $3112, or $108,917 for the full season.

We feel that the quality of our product has improved dramatically since we began baking in 2010. We strive to continuously improve our practice through reading, contacting expert bakers with questions and especially through experimentation. We have taken more control over the process by milling our own flour and churning butter. While we can't necessarily expect to see such dramatic growth over the next two years, we do believe we will continue to grow. In fact, in our current winter market season, we have increased our sales by **50%** over last year. We have achieved this through our commitment to exceptional quality,
as well as our attractive display, efficient customer service and our commitment to using local and organic ingredients.

Thank you for your consideration of this application. We look forward to hearing from you in February.

Eric Schedler

Sincerely,
Eric Schedler and Katie Zukof

April - Oct

# Primally Inspired Eats

*Grain Free, Gluten Free, Refined Sugar Free, Dairy Free Delectables*

## Bloomington Community Farmers' Market Prepared/Processed Food and Beverage Vending Proposal 2016


**Brandi Williams**
**315 West 15th Street**
**Bloomington, Indiana 47404**

**812-361-9971**
**primallyinspiredeats@gmail.com**

## INTRODUCTION

Primally Inspired Eats is dedicated to providing delicious and authentic, primal/paleo inspired baked goods and savory whole foods. In a food culture dominated with baked goods overflowing with sugar, flour, soy, and processed oils, its easy for those with sensitive tummies, and those with the desire for a healthy alternative, to feel left out. Our goal is to supply nutritionally dense, whole food based alternatives, free from common allergens like gluten, wheat, corn, soy, and dairy. Primally Inspired Eats also goes the next step offering completely grain free selections for those wishing for a paleo style indulgence. We use the finest ingredients we can find, we keep it local as much as possible and while we're focused on selling "healthy" alternatives, if they don't taste the same or better than their standard equivalent, we won't make it.

Because Famers' Market has always contributed to our strong sense of connection to community, it seemed like the most natural place to continue to share our specially made goods. We certainly could think of no better way to spend our Saturdays.

In the following pages the committee will find a proposed menu of items, listed prices, locally sourced ingredients, and important facts addressing proposal evaluation criteria.

# Preference: Full Season Participation
## (Would Consider Alternating Saturdays)
# April- October 2016
# Preference: Single Stall
## (Would Consider Shared Stall)

## Home Based Vendor: transitioning to certified kitchen operations.

# MENU

## 1. Artesian Seeded Bread Loaves $9

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free
- Vegan
- **Locally Sourced Ingredients:**
  LM Sugarbush, LLC Maple Syrup

**Electricity Desired: Toaster Oven(one standard outlet/approx: 120 volts / 8 amps)**

## 2. Scones $3

- Grain Free/Gluten. Free/Refined Sugar Free
- Dairy Free
- **Scone Options:**
  Cranberry Orange
  Chocolate Chip
- **Locally Sourced Ingredients:**
  Rhodes Family Farm Eggs
  Hunters Honey Farm Honey

## 3. Muffins $3

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free
- **Locally Sourced Ingredients:**
  Rhodes Family Farm Eggs
  Hunters Honey Farm Honey

## 4. Tart(s) $3

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free
- **Tart Options:**
  Pumpkin
  Pecan
  Chocolate/Walnut/Date **(Vegan)**
- **Locally Sourced Ingredients**
  Rhodes Family Farm Eggs
  Hunters Honey Farm Honey
  LM Sugarbush, LLC Maple Syrup

# MENU

## 5. Mini Bundt Cakes (Lavender Vanilla & Chocolate) $6

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free
- **Locally Sourced Ingredients:**
  Rhodes Family Farm Eggs
  Hunters Honey Farm Honey
  Home Grown Lavender

## 6. Blondie Bars $3

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free
- **Locally Sourced Ingredients:**
  Rhodes Family Farm Eggs
  Hunters Honey Farm Honey

## 7. Chocolate Chunk Cookies $2

- Grain Free/Gluten Free/Refined Sugar free
- Dairy Free
- **Locally Sourced Ingredients:**
  Rhodes Family Farm Eggs

## 8. Granola Bars $3

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free
- **Locally Sourced Ingredients:**
  Hunters Honey Farm Honey

## 9. Chocolate Caramel Brownies $3

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free
- **Locally Sourced Ingredients:**
  Rhodes Family Farm Eggs
  Hunters Honey Farm Honey

## 10. Chocolate Candies: $2

- Grain Free/Gluten Free/Refined Sugar Free
- Dairy Free

- **Production:**
  With the selection of small, compact, easily transferable, and well crafted menu items, Primally Inspired Eats will easily manage to prepare and provide ample product, in order to serve Market customer needs. Each item is easily and quickly served in a manner intended to meet the large capacity of weekly visitors.

- **Price List:**
  See Menu Listing of Prices.

- **Customer Satisfaction:**
  Primally Inspired Eats is founded by those with great respect and appreciation for the quality products and services that Bloomington Community Farmers' Market provides for the community. It is of our greatest priority to provide the highest customer satisfaction possible. With previous restaurant ownership experience, there is a profound understanding of the importance of customer satisfaction, which includes not only friendly, reliable service, but also how product is displayed and served. Prim ally Inspired Eats assures that all product will be displayed in a professional, pleasing, and appetizing manner with the utmost friendly service. Two small, clear tabletop display units will encase individual baked items, while bread loaves will be wrapped lightly in ecologically conscious brown parchment..

- **Reliability:**
  Again, Primally Inspired Eats is founded by those with previous restaurant ownership experience, which included duties of sourcing supplies and ingredients, cooking, baking, and serving large quantities of customers, as well as meeting customer satisfaction. This is the experiential foundation on which we were founded.

- **Local Entities:**
  Primally Inspired Eats is located just minutes from Bloomington Community Farmers' Market at 315 West 15th Street, Bloomington, IN 47404.

- **Market Product Balance:**
  Primally Inspired Eats will add to the diversity and variety of options currently unavailable at Market by providing small, compact, easily transferable, and well crafted grain free/gluten free/refined sugar free menu items. All items have been carefully selected and intended for easy on-site and/or off-site consumption.

- **Utilization of Locally Grown or Raised Product:**
  Primally Inspired Eats is committed to utilizing locally grown or raised products whenever and wherever possible. Please see list of locally sourced ingredients under detailed menu of items.

April - Nov

Sweet Claire LLC
309 East Third Street
Bloomington, IN 47401

January 27, 2016

Marcia Veldman
Farmers' Market Coordinator
City of Bloomington, Parks and Recreation
P.O. Box 848
Bloomington, Indiana 47402

Re: Prepared/Processed Food and Beverage Vending RFP for 2016 Farmers' Market

Dear Marcia,

We contributed $3,494.53 to the city of Bloomington on 2015 sales of $34,945.23.
The RFP document is attached for your consideration.

Respectfully,

Nelia J. Hostetter
Owner
Sweet Claire LLC

# Prepared/Processed Food and Beverage Vending RFP For 2016 Farmers' Market

**Submitted to:**
**City of Bloomington**
**Department of Parks and Recreation**
**Bloomington, Indiana**

**Submitted by:**
**Nelia J. Hostetter**
**Owner, Sweet Claire LLC**
**Cell: 805-312-2849**
**Email: sweetclairebakery@yahoo.com**

**Bakery address:**
**4840 W Carmichael Ln**
**Spencer, IN 47460**
**Phone: 812-333-6000**

**Date: 01/28/2016**

## 1. PURPOSE

*Sweet Claire LLC, a bakery with a commercial kitchen in Spencer, is proposing to sell at the 2016 Bloomington Community Farmers' Market (beginning May 7, 2016 through October 29, 2016) as a "prepared/processed food" vendor. We also want to participate in April (April 2 through April 30) and November (November 5 through 26).*

*This proposal document is being submitted to the Farmers' Market committee for review.*

### 1.1 Business Introduction:

*Sweet Claire is a bakery originally located at 309 East Third St. It opened in August 2010 and offered a unique selection of artisanal baked goods with an international origin. We use the word "artisanal" to define our baking process where high-quality ingredients are used and the bread is shaped by our bakers instead of machines. Most of our baked goods used to be found in small towns in the Midwest where many immigrants from Europe had settled. The traditional mom-and-pop bakeries have disappeared in many towns and have now been replaced by large commercial bakeries where the breads are mixed with chemicals to increase their shelf life.*

*We closed our downtown location in May 2015 and have established our baking operation at a newly-built commercial kitchen in Spencer, Indiana (about 30 minutes from downtown Bloomington). The owner, Nel Hostetter, decided to downsize and to focus her efforts in maintaining a presence at both summer and winter markets. This decision also allowed her more time to travel outside the country and find cooking and baking ideas from other places. Her 2016 Philippine trip will certainly find an outlet in unique offering at the summer market. Sweet Claire's customer base is always eager to sample our new products.*

*Even though the downtown location is gone, the bakery still maintains a catering service for specialty breads. Indiana University's Latino Center is our customer for "Rosca de Reyes", Christmas bread eaten in Latin or Spanish communities, and Pan de Muerto (Bread of the Dead). We also offer King's cake (eaten on Fat Tuesday), Mouna (the French version of King's cake) and ensaimada, a Philippine-style brioche topped with cheese.*

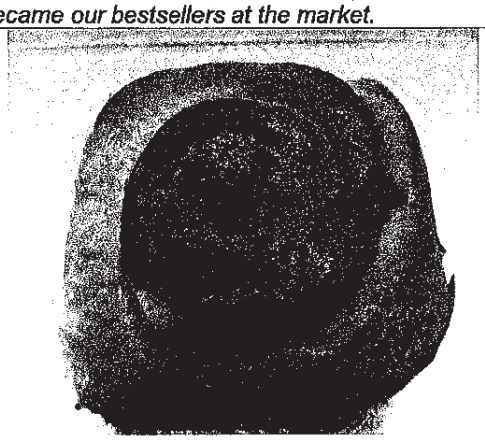
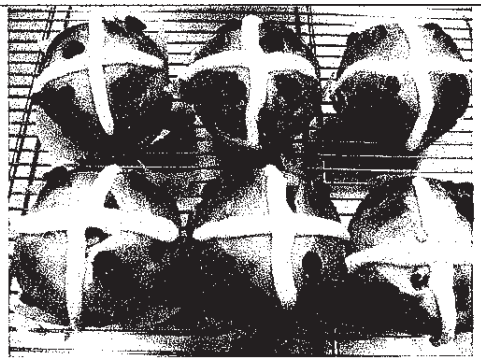
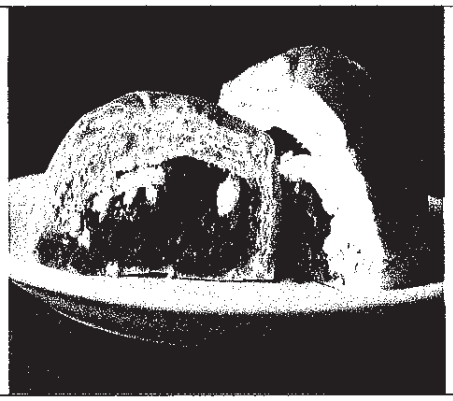
*The recipes at Sweet Claire's are collected and adapted by Nelia Hostetter, owner and chef, who completed the artisanal bread baking course at New York City's French Culinary Institute, now International Culinary Center.*

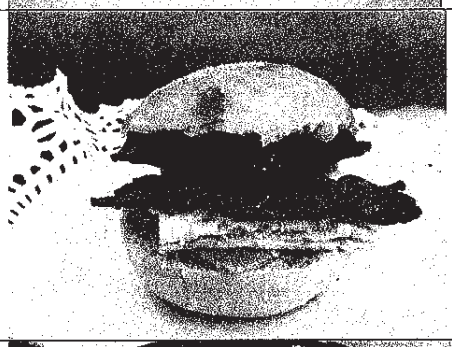
### 1.2 Objectives:

*Sweet Claire's primary objective is to offer baked goods that cover the needs of customers who come from diverse or immigrant backgrounds or have travelled, sampled and liked the local cuisine of other countries*

*Based on our selling experience and particular customer demand since 2011, Sweet Claire is proposing to sell the baked goods listed in Attachment 1. Prices are listed and*

*include the seven percent Indiana sales tax. The list below explains the origin and the explanation for why these baked goods became our bestsellers at the market.*

| | |
|---|---|
| 1. *Sweet Bread – the bread we offer under this category is truly international in origin: brioche from France, babka and its different mutations from Eastern Europe. Cinnamon rolls, for example, are popular here in the United States and have been our best seller every year at the market but their origin can be traced to many parts of Europe. England, Scandinavian countries, Germany and even France have their own versions of this very popular bread.* |  |
| 2. *Specials – we put several baked goods under this category based on when the demand occurs, typically affected by certain holidays (Christmas and Easter, specifically). For example, we make hot cross buns or Mouna during Lent. We used to sell biscuits/sausage gravy only on cold months but the constant demand allowed us to sell this item continuously during the entire market season.* |  |
| 3. *Savory – Kolache. This bread has its origin in Czechoslovakia by way of Texas (around Austin, where there is a large Czech community). Our version uses the same type of bread but makes the stuffing from international recipes. We have hoisin pork from China, chicken asado from the Philippines and vegetarian soy chorizo (pictured on the right), our version of the Mexican pork chorizo.* |  |
| 4. *Savory – Focaccia rolls—we use our Italian flatbread, used* | |

| | |
|---|---|
| *different types of topping (from Italian sausage to vegetarian meat substitute) rolled the bread and cut it into individual pieces.* | |
| 5. *Savory -- Breakfast sandwiches—we use Pandesal (a rustic breakfast bread in the Philippines) and paired it with fillings familiar with American customers (bacon/ham/sausage, egg & cheese)* |  |
| 6. *Doughnuts—our yeast doughnuts are so different in taste from other doughnuts in that we use butter instead of shortening; our own mix instead of pre-mix concoction from bakery distributors. Its popularity at the winter market encouraged us to add more flavors for the summer market.* | |

**1.3 High-Quality Ingredients:**

*The baked goods are produced in our bakery from scratch (flour, yeast, sugar, egg and water) and are hand-crafted by our bakers. We use commercial mixers and ovens but the shaping of our breads is done manually. The ingredients are all high-quality items and are free from preservatives or chemicals. The flour we use is produced by King Arthur's Flour, a well-known East Coast company favored by high-end bakeries. As advertised by King Arthur, their flour does not have bleach or potassium bromate. Bleach is used by millers to whiten the residual bran and germ in the flour and potassium bromate is used to strengthen and increase the rise of the dough when baked. Potassium bromate is banned in Europe but is still widely used in the United States.*

*or who served our bread to their friends at home or in their offices. We often get new customers who tried to describe the bread that their friends or co-workers had given them. Sometimes they came because the bread provoked memories of food they had eaten in their home countries.*

2.5 Reliability

*We continually test new products until they are ready for full-time production. The ingredients in our recipes our weighed in order produce consistent products, whether small or large batches, cold or hot weather. Nel Hostetter follows methods learned from several manufacturing companies she worked for during her long IT career.*

2.6 Local Entity

*Although we closed our Bloomington downtown bakery, the newly-built bakery/kitchen is only 30 minutes away. Our business model has always been designed for a place like Bloomington with its diverse, well-travelled and well-educated population.*

*We support many groups in the area (non-profit, student organizations, local churches) in many ways:*

1. *We conduct free cooking/baking classes for Ellettsville and Spencer Area 10 Agency for aging.*
2. *We provide gift certificates and baked goods to local fund raising drives.*
3. *We give away our day-old bread to a homeless shelter/soup kitchen run by interfaith organization(Trinity Church & St. Charles belong to this group)*
4. *We give away our day-old bread to Spencer Area 10 Agency for Aging.*

2.7 Market Product Balance

*We believe that our selected products blend well with those offered at the Farmers' Market. Bread is such an integral part of any culture or community. We also offer something unique as the type of baked goods we sell cannot be found in the city of Bloomington.*

2.8 Locally Grown or Raised Product

*For a few years our eggs came from Schatts Farm but after May 2015, we have started to buy from Heartland Farms because of the latter's close proximity to our location. We get meat products from Rice's Meats in Spencer; and vegetables and herbs from local farmers.*

*Chocolate chips and other chocolate items that go into our baked goods come from a local distributor in Nashville, Indiana.*

*The rest of our bakery ingredients (King Arthur flour, butter and sugar) is purchased and delivered by an Indiana company, based in Indianapolis.*

## 3. OTHER CRITERA

*3.1 Community Service. One of the positive results of closing our downtown bakery is the ability and time to conduct weekly cooking and baking classes, free of charge, at the Area 10 agencies in Ellettsville and Spencer.*

*The Ellettsville Area 10 is in the process of arranging cooking classes for Nel at several Bloomington nursing homes.*

*Nel Hostetter's mission in promoting these classes is to encourage seniors to cook quick but healthy dishes at home, instead of eating at fast-food restaurants.*

*Sweet Claire also cooked for charity in 2015 at the Owen Valley Winery in Spencer. The proceeds went to the food pantry in Owen County. The food pantry is managed by Spencer St. Jude's Food Ministry in collaboration with Area 10 Agency for Aging.*

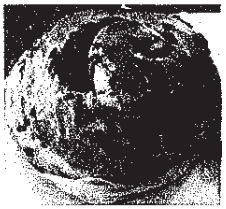
*3.2 Donations. We continue to donate to local causes, in money, coupons and baked goods. Day-old breads are given to the Spencer Area 10 Agency for Aging and Bloomington Winter soup kitchen (sponsored by a local interfaith organization).*

Saturday Farmers' Market Bloomington, Indiana

# Attachment 1

## Our Sweet Stuff

**Brioche**



**$3.25-$3.75**
**Indiana sales tax of 7% included in the prices**

- Brioche (no filling)
- Brioche w/ Chocolate
- Brioche w/ sharp Cheddar
- Bear Claws w/ almond filling
- Bear Claws w/ pistachio
- Fruit/cream cheese

**Yeast Doughnut ($3.50)**

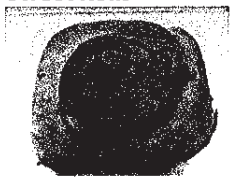
- Braided with cinnamon & sugar
- Daisy-shaped with vanilla or chocolate glaze
- with lemon & pomegranate glaze
- Red velvet w/ white chocolate glaze
- German chocolate w/ coffee chocolate glaze & coconut & pecans
- Nutella glaze w/ hazelnuts

**Babka**

**$3.50**

- Babka w/ chocolate shavings, cocoa powder, espresso & almond crumbs
- Chocolate chip twist
- Date/raisin/walnut twist

**Sweet Rolls**



**$3.50-$3.75**

- Cinnamon/sugar (no nuts)
- Cinnamon/sugar (walnuts)
- Roll w/ almond filling
- Sticky caramel bun w/ pecans
- Nutella/hazelnut
- Sweet potato roll w/ cream cheese/blueberries

## Our Savory

**Kolache**
**$4.25-$4.50 (Salmon)**

- #1 Soy chorizo w/ goat chz
- #2 Soy chorizo w/ mozzarella
- #7 Chicken sausage, egg, spinach & dried tomatoes
- #10 Scotch egg
- #11 Cuban pork, Swiss
- #12 Pork carnitas w/ egg
- #19 Chicken Thai curry w/ egg
- #20 Smoked salmon w/ cream cheese spread
- #23 Pulled Pork
- #24 Chicken asado w/ egg
- #25 Maple sausage, egg & chz
- #27 Pork hoisin

**Pandesal (Philippine Breakfast Bread)**
**$6.00**

- Ham, Cheddar Cheese & Egg
- Pepper Bacon, Cheddar Cheese & Egg
- Chicken Feta Sausage & Egg
- Corned Beef, Hash Brown & Egg

- Gluten-free cheese biscuit With ham, cheddar cheese & egg or vegetarian filling

**Focaccia rolls**
**$4.50-$5.00**

- Florentine roll (spinach, pine nuts, feta, Asiago, mozzarella, Parmesan) *vegetarian*
- Soy chorizo, potatoes, onions, Jalapeno/bell peppers, tomatoes, eggs *vegetarian*
- Triple-Meat (Sausage, ham, bacon, mozzarella , dried tomatoes, onions, honey)
- Muffuletta ( ham, salami, provolone & mozzarella & olive salad)

- Biscuits & Sausage Gravy

**$7.00 full**
**$4.00 ½ order**

May 7 - Oct 29

***Pie First Bakery***
Louise and Rick Miracle
737 N. County Line Road E., Gosport, IN 47433
(812) 876-1207
piefirstbakery@hotmail.com
www.piefirstbakery.biz

January 17, 2016

Ms. Marcia Veldman
Farmers' Market Coordinator
P.O. Box 848
Bloomington, IN 47402

Dear Marcia:

Enclosed please find my proposal (RFP) for the 2016 Bloomington Community Farmers' Market season as a Prepared/Processed Food and Beverage Vending (PFV) stall.

We found our first summer (2015) as a PFV to be rewarding beyond our expectations, and are excited to be considered once again for the 2016 summer.

Respectfully,

Louise Miracle

Louise Miracle

***PIE FIRST BAKERY***
Louise and Rick Miracle
737 N. County Line Road E., Gosport, IN 47433
(812) 876-1207
piefirstbakery@hotmail.com
www.piefirstbakery.biz

**PROPOSAL: PREPARED FOOD VENDING STALL**
2016 Bloomington Summer Farmers' Market

This Proposal is a request for entry into the Summer Farmers' Market, following the Proposal Evaluation Criteria.

Specifically, this Proposal is a request for an individual stall at the Market. Having completed the 2015 Summer Market, we'd again like to request sharing the full stall space on an alternating-week basis with another prepared food vendor.

Dates requested are May 7 through October 29, 2016.

## VARIETY/CREATIVITY/TASTE

Pie First Bakery is interested in offering a variety of delicious baked goods, including **savory, sweet, vegan,** and **gluten-free ingredients**. While we have an extensive array of each of these goods, each week at the Market will feature a **selected menu** for each of the Savory and Sweet Items. Pie First Bakery is dedicated to the idea of providing quality, made-from-scratch baked goods from our **Certified Food Kitchen** (through both Monroe and Owen Counties' Boards of Health). This is our promise for delicious baked goods produced in a quality kitchen.

Pie First Bakery uses quality ingredients such as the freshest of herbs and fruits, real cream and butter, and the best spices and flavorings (i.e., vanilla from Madagascar and cinnamon from Sumatra). We use only home-made, hand-rolled crusts, batters and doughs. We inform customers that there are **no preservatives or additives** in our products.

At the Bloomington Summer Farmers' Market we will **feature an array of savory items** (listed below). In addition, each weekly menu will include **selected** pies, tarts, quiche, scones, cookies and muffins. Since our Cinnamon Rolls have been such a success at other Farmers' Markets, they will be included as well.

**MENU OF ITEMS TO BE OFFERED AND PRICES**: (Please note that each week's offerings would be a limited selection from these lists.)

**SAVORY ITEMS**:

Quiche (both 9-inch, $26.00, and 4-inch, $5.00; presented either in a white bakery box with the Pie First Bakery logo, or a clear plastic hinged container).

Jarlsberg and Sun-Dried Tomato Quiche
Classic Quiche Lorraine
Corn and Tomato Quiche
Spinach and Gruyere Cheese Quiche
Bacon and Zucchini Quiche
Broccoli and Cheddar Cheese Quiche
Feta and Spinach
Goat Cheese and Scallion Quiche
Herb Quiche with Bleu Cheese Quiche
Mushroom and Shallot Quiche
Leek and Corn Quiche
Alsatian Potato Quiche

Muffins (these are jumbo muffins, $3.50 per muffin; each baked in a fancy "tulip" brown parchment cup and presented in a white paper bakery sack).

Savory Buttermilk and Canadian Bacon Breakfast Muffins
Cheddar and Zucchini Muffins
Corn Muffins
Spinach and Cheddar Muffins
Spinach and Corn Muffins
Ham, Feta and Basil Muffins

Scones ($3.00 per scone; presented in a white paper bakery sack).

Cheddar Cheese and Scallion Scones
Basil and Parmesan Scones

**SWEET ITEMS**:

Every-Day Pies ($24.00 per 9-inch pie; each is baked in its own metal pie pan and presented in a white bakery box with the Pie First Bakery logo label).

These pies include fruit pies such as apple, apple buttermilk with streusel topping, apricot, blackberry, blueberry, cherry, peach, rhubarb, mixed berry, along with old-fashioned Hoosier Sugar Cream Pie, pecan, and pumpkin. We have also found a customer base for mixed-fruit pies such as cherry~rhubarb, cherry~apple, peach~blueberry, to name a few.

Fancy Pies ($26.00 per 9-inch pie)

These pies are described on our website and available through special order only.

Queen-of-Hearts Tarts ($4.50 per 4-inch tart, each presented in a clear plastic hinged container).

Fillings include any of the Every-Day Pie varieties, along with Nutella, French plum, French Silk Chocolate, poached pear, cranberry, Italian walnut, and milk-chocolate pistachio, mixed~nut with caramel, and almond frangipani

Cookies ($2.50 per 4-inch cookie, presented in a white paper bakery sack).

Chocolate chip, peanut butter, double-chocolate chocolate, Amish sugar cookies, old-fashioned molasses, oatmeal~raisin, and biscotti

Authentic English Scones ($3.00 per scone, presented in a white paper bakery sack).

English Victorian Afternoon Tea, cranberry~walnut, orange~almond, lemon~poppyseed, Scottish oat and currant

Cozy Muffins (these are jumbo muffins, $3.50 per muffin; each is baked in a fancy "tulip" brown parchment cup and presented in a white paper bakery sack).

Pumpkin~applesauce, blueberry, banana~walnut, date~walnut, yogurt~applesauce

Cinnamon Rolls ($4.50 per roll, presented in a clear plastic hinged container)

These are extra-yeasty, moist and with a rich cinnamon taste slathered with a gooey cream-cheese icing.

**Gluten-Free Ingredients Items**:

These will be offered in separate cases and will vary from week to week. They include muffins and tarts using a special flour blend we have developed using tapioca flour, white rice flour and almond flour. Muffins are each $4.00 and tarts are each $5.00; each is presented in a clear plastic hinged container.

**Vegan Items**:

These will also vary from week to week. They include the fruit pies and tarts and are priced the same as the other pies and tarts.

In terms of **production and presentation**, we believe our baked goods need to be "special" in their appearance and taste. So, for the **Quiche, Tarts and Pies**, each is made with an eye toward detail about the crust and its visual appeal – not too overly browned, decoratively-cut and crimped crust edges, and fancy lattice-work. The fruit pies are truly "fruit-heavy" with 6 cups of fruit per pie; they are also not overly sweetened since we want the fruit to "speak for itself." Each pie is presented in a sturdy metal pan and not one of the flimsy foil versions.

The **Muffins'** brown parchment cups give them a real "bakery" appearance and we have customers tell us how delicious they look. Each muffin, whether savory or sweet, has a topping that converts the muffin from just "plain" to something "special."

The **Scones** are based on a recipe obtained from an English tea shop; they are moist and tender. We have a loyal customer following including a number of people from the British Isles who tell us they never thought they'd find a decent scone in the States. One customer continues to come from Indianapolis (finding us wherever we are!) to take home a dozen to freeze.

Our **Cookies** are each jumbo-sized (4-inch) and baked just until the undersides are soft and chewy.

Our **Cinnamon Rolls** are just maybe the best comfort food ever invented! We believe we have a magical combination of a yeasty, moist roll with plenty of butter, brown sugar and cinnamon filling. It's not unusual for customers to buy entire pans at a time (i.e., 12 rolls) to take home and freeze.

**Gluten-Free Ingredients** items are produced on a special time frame so there is minimal risk of contamination, even though our Pie First Bakery kitchen is a "shared kitchen" with the gluten-based items.

**Vegan Items** are labeled as such.

For both the Gluten-Free Ingredients Items and the Vegan Items, we try to provide a wide a variety of products along with making sure they have the best taste and texture possible.

## PRODUCTION

Pie First Bakery was a Vendor with the Owen County Summer Farmers' Market for the summers of 2012, 2013, and 2014. In 2015 we were selected as a Prepared Food Vendor for the Bloomington Summer Farmers' Market on an alternating week basis. We also continue as a Vendor with the Bloomington Winter Farmers' Market since the winter of 2012 through the present (2015-2016) winter. In addition, we have been invited several times a year as a Vendor at the Oliver Winery locations at the main winery off Highway 37 as well as the Creeksbend venue. We have also been a Vendor with the Owen County Winery Fall Festival, and the Spencer Apple Butter Festival.

To date, Pie First Bakery has catered for 9 pie-centered weddings that have featured pies rather than the traditional wedding cakes. For each of these, we've produced and presented from 30-50 pies at a time.

These opportunities have given us production experience for the maximum quality and quantity of our baked goods so that we can meet the Bloomington Summer Farmers' Market customers' needs.

## PRICE LIST

See the "Menu of Items Offered and Prices" section above. We have studied the Bloomington area in terms of baked goods and have tried to price our items to fit this area's market value.

## CUSTOMER SATISFACTION

Since starting Pie First Bakery in the summer of 2012, we have been gratified at the loyal following who consistently order our baked goods. And, having completed our first summer (2015) with the Bloomington Summer Farmers' Market, we were absolutely thrilled and amazed by customers who consistently bought our products and gave us wonderful feedback. By the time Thanksgiving arrived, we had 87 orders from Market customers. We have a list of **testimonials** expressing customers' gratitude for having a place to find high

quality baked goods at a Farmers' Market setting. As mentioned previously, we have customers from Indianapolis, along with Columbus and Terre Haute, who search and find us to buy their favorite baked goods. One customer from England couldn't believe how "authentic" the Olde English Mincemeat Pie was that she ordered for her family's Christmas dinner. Another customer ordered a dozen Tart and Juicy Cherry Tarts to take back to her homeland of South Korea. This past summer, one customer said he felt he was "in New York at a fancy bakery." Several customers are "regulars" with the Gluten-Free Ingredients tarts, stating that "they don't even taste gluten-free!" One college-aged customer, after tasting our Double-Chocolate Chocolate cookie, proclaimed "this cookie has to be in my life!" to her friends.

Each week at the 2015 Summer Market many customers asked us if we have a store-front so that they can obtain our products throughout the week (we don't, and no plans to), and it was very gratifying when customers asked if we give classes in the art of pie-making (not yet!).

We sincerely believe that much good comes to the world in the form of baked goods, whether savory or sweet, and to that end, we have an honest commitment to providing the very best possible. We also enjoy meeting and interacting with our customers, **making it a special point to know "regulars" and their favorite baked goods** so that we have them on hand when they visit our stall. If someone makes a special order, we follow-up with an email prior to their picking up their items, so they can count on our reliability. We regularly arrange for special deliveries and set-up for special functions.

We also take special pride in the **presentation and display of our baked goods**. During the summers, we have a bright pink tent, along with 3 tables on which are spread lavender table-cloths. We have 2 plexi-glass bakery display cases along with large plexi-glass bakery bins with lids. All the baked items are attractively arranged and displayed in these cases and bins for good visual appeal as well as keeping them dust free while outside.

Each item is labeled and provided to customers in either a white paper bakery sack, a clear plastic hinged container, or white cardboard bakery box with our Pie First Bakery logo.

For convenience and ease of payment, we accept **cash, checks or credit/debit cards**.

## RELIABILITY

As mentioned above, we have completed 4 full summers and winters at local Farmers' Markets. We also provide pies and other desserts to the Bloomington Country Club, as well as partnering as a vendor with the Indiana Memorial Union Catering Department.

If accepted back to the Bloomington Summer Farmers' Market, we will limit our time to that Market and will not be vending at other Farmers' Markets.

## LOCAL ENTITIES

Pie First Bakery is owned and operated by Louise and Rick Miracle. Our **Certified Food Kitchen** is in Owen County, and we are Registered through both the Monroe and Owen Counties' Boards of Health.

## MARKET PRODUCT BALANCE

We believe that including Pie First Bakery in the Bloomington Summer Farmers' Market will extend to its customers the value of home-made baked goods that promote fresh ingredients without any preservatives or

additives. Pie First Bakery will help promote the **enjoyment of locally produced foods** where the customer can interact with the producer and appreciate the care and commitment to quality baked goods.

One of the advantages, we believe, of having an array of savory and sweet, regular, gluten-free ingredients and vegan baked goods is that when customers purchase all the wonderful locally-grown produce while visiting the Market, they can also **put together a full meal**. They can buy a delicious savory muffin or scone while perusing the vegetable stalls, think of which pie or tart to go with the meats and vegetables they might buy, and plan ahead for the coming week. We've had a number of customers who have bought our baked goods at the Market upon their arrival and then designed the rest of their produce purchases around the type of pie they bought!

Another advantage of having Pie First Bakery at the Market is that customers can stroll through the beautiful stalls while they munch on a vegan tart, delicious jumbo cookie, savory scone or muffin while they make their Market purchases.

**LOCALLY GROWN OR RAISED PRODUCTS**

Pie First Bakery uses **our own chickens'** beautiful blue, green and brown eggs, along with **jams and jellies** we have canned specifically for several of our baked goods (e.g., Roasted Apple Tart with Apricot Glaze). We also use **rhubarb** from our rhubarb patch and **herbs** we have dried from our garden.

**DIVERSITY OF PRODUCTS and ATMOSPHERE OF THE MARKET**

Clearly, the Bloomington Summer Farmers' Market features gorgeous locally-grown farmers' products. By having Pie First Bakery's presence, we believe that customers can count on visiting the Market for a "total experience." While making their Market purchases, they can enjoy delicious baked goods while planning their meals for that day and the coming week. They can rely on finding just the right savory item for breakfast or brunch and that perfect dessert to end an upcoming meal. We also believe that being a Vendor with the Market is a chance to interact with customers and expand their Market experience. The Market has a special atmosphere that isn't found elsewhere, and Pie First Bakery would be honored to be a part of that experience.

April - Nov

SOFRA CAFÉ
340 S Walnut St St4
Bloomington, IN 47401
812 325 7995

1/22/16

City of Bloomington
Parks and Recreation
Farmers Market Coordinator

Dear Marcia Veldman,

I am writing this to inform you that we, Sofra Café, are interested in being a ready food vendor at the farmer's markets in 2016.

We took part in the farmers' market last year offering traditional Turkish home cooking, which is close to Mediterranean and Middle Eastern food and were received favorably by the customers.

We prepare everything in our café from scratch including the baklava, which is usually prepared with filo dough by other restaurants. We make the dough from scratch in the traditional village style. Likewise, our börek's (Bourekas) are unique in town with a lot of international customers have been asking us to make because they were not available so far in Bloomington and we have received quite a positive response so far. Our pocket pides (dough pockets) with ground beef and vegetarian options such as potatoes, spinach and leek have been very popular and thy can be bought for lunch and easy to prepare and serve.

We are currently taking part in Winter Farmers' Market and started selling our bakery items in our local whole food store, Bloomingfoods. We would like to be considered to be a full time food vendor taking part in the market every Saturday during the season.

Thanks for your time and consideration.

Please see the following page for food items and prices.

Mehmet Akgun

# SOFRA CAFÉ MENU for Farmers Market

## BAKERY

1. SIMIT (Turkish pretzel) $1.75
2. BÖREKS (Bourekas) Spinach and Feta cheese $8.00
3. MINI PIZZAS (Turkish style) $5.00
4. BAKLAVA (Handmade from scratch) $1.50
5. STUFFED PIDE $7.50
6. STUFFED GRAPE LEAVES $1.00
7. LENTIL PATTIES $1.50
8. EGGPLANT SALAD $5.00
9. GYRO WRAP WITH PITA $8.00
10. REVANI Moist lemony sponge cake $.3.75
11. FETA ROLLS $1.50

## DRINKS

1. Turkish mineral water $1.75
2. Turkish tea $1.75
3. Sour cherry juice $1.75
4. Bottled water $1.75

April-Nov 01/21/2016

Farmers Market Prepared/Processed Food and Beverage Vending RFP:

# Prepared/Processed Food and Beverage Vending (PFV) Proposal

**Business Name:** Aahaa Chai

**Contact Person:** Raji Muthukrishnan

**Contact Address:** 6105 Eagles Nest Blvd, Zionsville, Indiana

**Commissary:** Indy's Kitchen, 2442 Central Avenue, Indianapolis- 46202

**Website:** www.aahaachai.com

**Contact email address:** mykofeecup@gmail.com, aahaachai@gmail.com

**Contact Phone number:** 317-410-2967

**Products offered:**

We offer Chai, Iced tea and herbal tea blends as loose tea in 1 oz bags for off-site consumption and as brewed tea in cups for on-site consumption. All blends are made with all organic ingredients. Each blend is carefully handcrafted in small batches to include ingredients with great health benefits and to bring out the best and unique taste in them. We are in talks with local farmers to procure locally produced ingredients as they become available and strongly intend to use for our tea blends. Below is the list of products:

## Chai:

- We have 4 different chai blends, each with different base and unique taste
- We carry options with and without caffeine
- The chai will be served hot during cold months and iced in hot months.
- 1 oz bags of loose chai blends. **Price-** $5.
- 1 or 2 hot chai and 1 iced chai latte will be sold in cups. The number may vary little based on the needs and interests of the customers. **Price:** 8 oz hot chai cup - $3, 12 oz Iced chai - ~ $3.50
- Free samples will be provided to help customers buy their favorite tea for on site and off site consumption

**Maharani's Bold Masala Chai:**

- All organic ingredients
- No Artificial Flavors
- Ingredients: Black Tea base with Ginger, Cardamom, Cinnamon, Turmeric, Star anise, Pepper

**Rooibos Kappi Chai:**

- All organic ingredients
- No Artificial Flavors
- Ingredients: Rooibos "African Red Bush" Base with Chicory, Ginger, Cardamom, Cinnamon, Cloves, Pepper

**Coconut Zing Chai:**

- All organic ingredients
- No Artificial Flavors
- Ingredients: Coconut base with Cacao nibs, Ginger, Cardamom, Allspice

**Choco-Mate Chai:**

- All organic ingredients
- No Artificial Flavors
- Ingredients: YerbaMate Base with Cacao nibs, Ginger, Cardamom, Cinnamon, Cloves

## Summer Tea Blends for Iced Tea

- We carry 1 oz bags of loose tea blends. **Price:** Each 1 oz bag costs around $5.
- At least 2 brewed iced tea varieties will be sold in cups. **Price:** 12 oz Iced tea - ~ $3.50
- Free samples will be provided to help customers buy their favorite tea for on site and off site consumption
- All the blends are crafted in a way that they make a perfect hot/iced tea

**Fiery Apple Tea:**

- All organic ingredients
- Ingredients: Oolong Tea, Tulsi, Stevia, Dried Apple, Marigold Flowers, Mulberry Leaves, Hibiscus flowers, Rosehips, Red Chillies, Ginger, Cinnamon, Natural Apple Flavor

**Strawberry Peach Mojito Tea:**

- All organic ingredients
- Ingredients: Green Tea, Spear mint , Dried Peaches, Dried Strawberry, Dried lemon, Stevia, Marigold Flowers, Mulberry leaves, Hibiscus flowers, Rosehips, Ginger, Natural Strawberry Peach flavor

**Pina Colada Tea:**

- All organic ingredients
- Ingredients: Black Tea, Coconut, Dried Pine apple, Stevia, Marigold Flowers, Mulberry Leaves, Hibiscus flowers, Rosehips, Ginger, Natural Pina Colada flavor

**Tropical Mango Breeze Iced Tisane:**

- All organic ingredients
- Ingredients: African honey bush, Lemon grass, Dried Mango, Dried Lemon, Stevia, Marigold, Mulberry Leaves, Hibiscus flowers, Rosehips, Ginger, Natural Mango flavor

## Herbal Tea: (Preference will be given based on customer interest)

**Soothing Tulsi Tea:**

- All organic ingredients
- No Artificial Flavors
- Ingredients: Tulisi "Holy Basil" base with Sage, Rose hips, Cinnamon,Cloves

**Lively Moringa Tea:**

- All organic ingredients
- No Artificial Flavors
- Ingredients: Moringa, Thyme, Lemon Peel, Lemon Grass, Rose hips, Ginger

**Zesty Mint Tea:**

- All organic ingredients
- No Artificial Flavors
- Ingredients: Mint base with Hibiscus, Rose hips, Cinnamon, Cloves

**Production:**

- The business was started in the summer of 2015. In the past one year, my vending experience at markets and events include-
  - Ladies Chai Social- Seeds of Learning 2015
  - Asian Fest, Indianapolis 2015
  - Kiwanis 100th year convention-2015
  - Whitestown Farmers Market 2015
  - Monroe County Fall Festival 2015
  - Farm to Fork Farmers Market – 2015-2016
  - Holiday Market at Zionsville Christian Church, Indianapolis- 2015
  - Sullivan Munce Artisan Fare -2015
  - Bicentennial Bazaar at the City Market, Indianapolis- 2016
  - Bloomington Winter Farmers Market- 2016

  The above experience has equipped me with the ability to produce and serve the large customer needs of the Bloomington Summer Farmers Market. If extra help is needed at the summer market, I plan to use the help of friends /hourly employees who are currently helping me in other winter markets.
- I intend to buy the available dried herbs like Sage, Tulsi, Stevia and Dried Apples from local Vendors. I am in the process of talking with different vendors at Bloomington Winter Farmers Market to find out if they can meet the needs with respect to being all organic and quantity.

**Sharing space with other vendors:**

- I am interested in sharing the space with another vendor

**Interested vending months:**

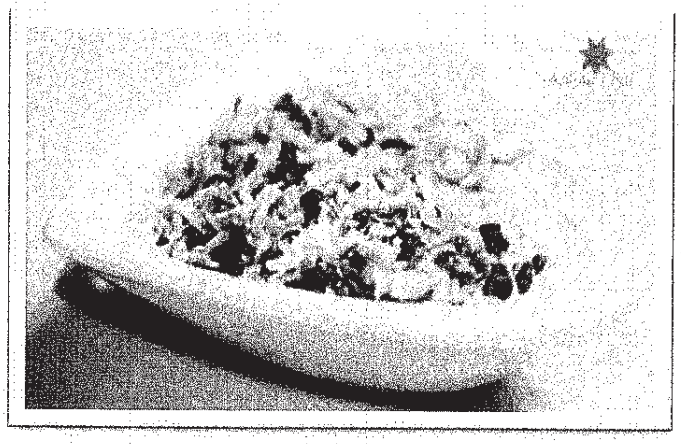
- I am interested in being a full season vendor
- If spots are available, I am interested in selling in the non peak months of April and November. I intend to sell hot chai and tea in those months.

## *PICTURES OF PRODUCTS*

**Packaging:**

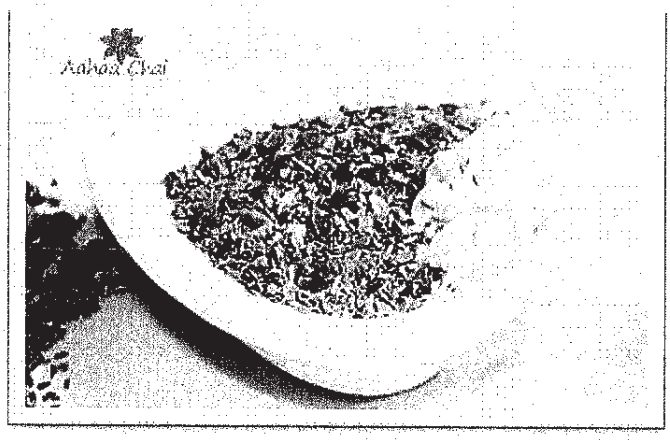
**Closer pictures of some products:**

**Maharani's Bold Masala Chai**



**Coconut Zing Chai**

**Rooibos Kappi Chai**




**ChocoMate Chai**

April - Nov

Prepared/Processed Food and Beverage Vending Stall

Prepared for: Bloomington Community Farmers Market, City of Bloomington Parks and Recreation

Prepared by: Jesus Barajas Chef/Owner Sazón

Tel: (225)456-1664

E-mail: ch3_pac@hotmail.com

# SUMMARY

## Objective

Provide authenticity and quality in the product

Elaboration of the products from scratch and with the best ingredients available

Usage of local fresh produce

Usage of local farm raised meats

## Goals

Delivering the best final product to the costumer in a quick and appetizing form.
Highlight seasonal products from local vendors so the costumer appreciates it at it's best.
Give the costumer the opportunity to taste an authentic tortilla made from scratch.
Share with the costumer the well prepared local seasonal products with the complex flavors of Mexico

## Project Outline

Sazón is the name of this Mexican family project which means seasoning and flavoring.
In Mexico's popular culture, this word is use to describe a dish or meal that is delicious in flavor, as well used to describe the cooks ability to produce a delicious and well seasoned dish and transmit his passion through it's preparation. When the dish is well seasoned is common to say that the cook has "Sazón".

I want to bring the Mexican "Sazón" to Bloomington. There are two factors that will be important to achieve this, quality of the product and the skills of the cook.
This is exactly what we are trying to create with our food, the perfect balance between a great product and the proper elaboration to transmit the authentic taste of Mexico.
In order to achieve this, we are going to work with the best quality of ingredients, produce and meats.

As the theme for our food stand, we are going to sell street style tacos, and to make the best ones we are going to use field corn raise in Indiana to produce our high quality tortilla, with the ancient process of nixtamalization (cooking the corn in a lime stone water solution to release all the nutrients). Rinse, wash and grind ourselves until the final product masa.

We will be making the tortillas in the production site, with the proper equipment to ensure quality and the right proportions for the market.

The menu consist of 3 different kinds of tacos.
Cochinita pibil tacos, a dish from Yucatan, which is a shredded pork shoulder, slowly cooked in a sauce of achiote and sour orange, wrap and cook in banana leaves.
Seasonal vegetable tacos, trying to maintain our Mexican culture in the form of preparation and the best management of the the vegetables in season.
For the last taco, we want to satisfy the early morning crowd serving a chorizo and egg breakfast taco.
All of our products will be gluten free, and vegan with a vegetarian option that will be the seasonal vegetable taco.

Complimentary lime wedges, chopped onions/cilantro, sliced cucumber or radish, and 2 sauces, habanero hot sauce, and mild tomatillo salsa, will be provided.
There will be available fresh flavored water of hibiscus, horchata and seasonal fruit.

Myself and my family will be producing this menu with the best of my knowledge and professionalism to deliver high standards of quality food.
I am a Mexican cook/chef, attended to culinary school in Mexico back in 2007 and been cooking since, former line cook of restaurant Tallent and Feast bakery cafe, more recently working as a sous chef at ZTA sorority house in charge of serve dinner every night to 140 people.

I am confident of my skills as a cook and with the experience that I have I will provide the best product for the costumers satisfaction in a friendly and appetizing manner.
I have the pleasure of knowing A few farmers around the city and I will be working closely with them.
I am Interested in participation in the farmers market for the summer full season including Tuesday's farmers market I, if possible.

Jesus Barajas

# MENU

| Description | Quantity | Unit Price | |
|---|---|---|---|
| Cochinita Pibil Tacos (pickled onions, lime, cilantro) | 1 | $ 4 | $ 4 |
| Seasonal Vegetable Tacos (chopped onions, lime, cilantro) | 1 | $ 4 | $ 4 |
| Chorizo & Egg Tacos | 1 | $ 3 | $ 3 |
| seasonal fruit fresh water beverage | 1 | $ 2 | $ 2 |
| Horchata | 1 | $ 2 | $ 2 |
| Jamaica (Hibiscus) Fresh water Beverage | 1 | $ 2 | $ 2 |

Equipment

Avantco w50 12"x20" electric countertop food warmer, 120 v 1200 w 10 amps 1 outlet 3 way

Presto big griddle 1500 w

# *ZEITGEIST ORGANIC CREAMERY'S*
# *PROPOSAL FOR FULL SEASON (including April, November and Tuesdays)*
# *PREPARED FOOD STALL AT BLOOMINGTON FARMERS MARKET 2016*

**Prepared Food Offerings**
Prepared food is the perfect name for what I will be bringing. Zeitgeist churns fresh ice cream and unique fruit sorbets with 100% organic ingredients in innovative flavors as well as the classics we have all grown up with in true artisan style. Everything is made from scratch, by hand, in our shared commercial kitchen at One World Enterprises.

My ice cream will be pre-packaged in attractive cup and pint containers. In addition, we have plans for gourmet ice cream and sorbet bars and ice cream sandwiches. Our menu and flavors will change depending upon the availability of fresh organic ingredients. In other words, as fruits and herbs ripen, we will use add those items to that week's menu.

I will need to plug in at least one and possibly two small freezers. Very low amperage.

**Production**
I will have plenty of ice cream. I will be at peak season production and freezers will be kept at full capacity. Since it is more a late morning item anyway, we should always be able to have product until the event closes.

**Price List**
Prices will range from $3 to $8 depending on the item and size.

**Customer Satisfaction**
There is nothing more important than customer satisfaction and interaction. I love the interaction, asking them what I can do for them, sharing ideas with the ones who will be buying my faire. They are the ones to please and it is as high as any priority to me. There will only be high standards for the quality and variety of products and their presentation. That is the fun part!

**Reliability**
Zeitgeist main business model is venues such as the Farmers Market. We will do a lot of marketing through markets, festivals and wholesale. Bloomington Farmers Market is one of my favorite events and I am there every Saturday with or without a booth. So I will be there, set up on time, organized and ready to go every Saturday morning. Having worked the Farmers Market in the past, I know what is expected and will surely be all you expect of me.

**Local Entities**
Right up our alley! We are local. I was born and raised in Bloomington and there is no place I'd rather be! I'm a passionate believer in supporting our local community and collaborating with other local businesses and restauranteurs. I love co-branding and teaming up with other local organizations such as My Sisters Closet, Life Designs and others.

**Market Product Balance**
Who doesn't love ice cream? And since there are other great foods served there, ours will make a great dessert after they have tried the others. Whether they choose a single size on site or take a pint home with them, I believe Zeitgeist will be a fine addition to their other purchases. I will often ask our customers if they have tried some of the other food offerings. I love to refer to other vendors and love it when someone says another vendor suggested they try mine!

**Utilize Locally Grown or Raised Product**
Zeitgeist is making a true commitment to source local ingredients whenever possible. We have already made a deal with George Huntington to source mint and other ingredients from his local organic farm and other ingredients from other vendors at the Farmers Market too. Some of which have been coming for many years that I have gotten to know. I am also in discussion with Traders Point to supply me with fresh organic dairy to use in my ice creams.

Zeitgeist is an official LLC of which I am sole member at this time. I can provide proof of liability insurance with the coverage limits that you require. I also have all necessary health department permits. You actually may already have these on file from the Holiday Market that I was fortunately able to participate in.

I am extremely grateful for the possible opportunity to be a full time vendor at the Farmers Market. I remember going to the Farmers Market with my Grandfather in the library parking lot years ago to get corn on the cob! I've been a regular attender since then and would be honored to be a vendor myself in 2016.

Sincerely,

Steve Schroeder
Zeitgeist Organic Creamery
727 E Moss Creek Drive
Bloomington, IN 47401
steve@zeitgeistorganic.com

**Bloomington Community Farmers' Market**
**Prepared/Processed Food and Beverage Vending RFP:**

**Uel Zing Coffee**

Date: January 29, 2016

c/o Marcia Veldman
City of Bloomington Parks and Recreation Department
P.O. Box 848
Bloomington, IN 47402

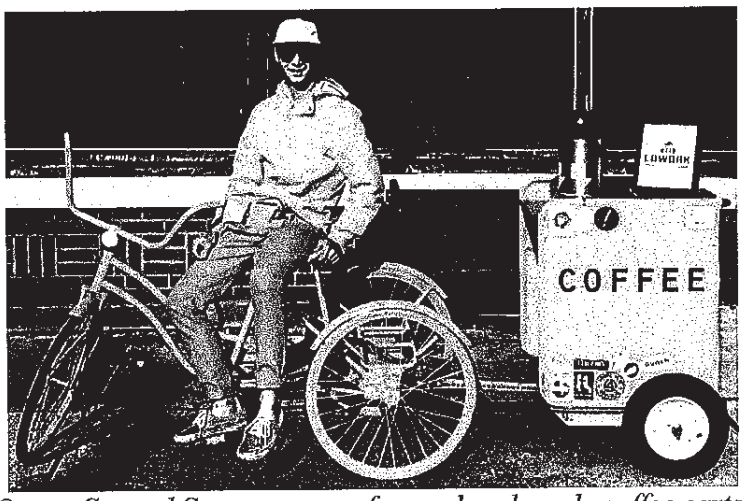
Uel Zing Coffee
Name: Samuel Sveen, Owner
Email Address: iced@uelzing.com
Phone Number: 812-369-4116 (Coffee Lab) / 605-380-4012 (Sveen's cell)

**Bloomington Community Farmers' Market**
**Prepared/Processed Food and Beverage Vending RFP:**
**Uel Zing Coffee Lab**

Date: January 29, 2016

Name: Samuel Sveen, Owner & Founder
Address: 725 W Kirkwood Ave, Bloomington, IN 47404
Phone Number: 812-369-4116 (Coffee Lab) / 605-380-4012 (Sveen's cell)
Email Address: iced@uelzing.com

**Full Season** application with desire to sell in both **April** and **November**.
Interested in sharing a stall if necessary.



*Owner Samuel Sveen on one of many hand-made coffee carts.*

**Introduction:**

Uel Zing Coffee began in May 2013 as a bicycle cart serving a niche specialty coffee beverage: cold brew iced coffee. After the first summer, we began to bottle and distribute the tasty, shelf-stable beverage to local grocery stores. We have sold coffee for the last two summers near the Farmers' Market, and we are now ready for the commitment and volume of the actual Farmers' Market. We also received encouragement to apply from the current coffee vendor, Nick Schultz of Brown County Coffee, who expressed that an additional coffee vendor would be a relief to his long line of customers.

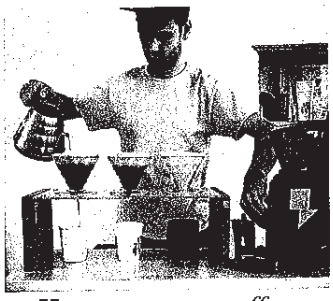
Uel Zing Coffee has earned a reputation for our serious, "third wave" approach to coffee here in Bloomington. The third wave approach treats coffee like the fruit that it is, with close attention to every step along the way, from growing and processing, to roasting and brewing. While coffee can only be grown in the tropics, our coffee is roasted in nearby Indianapolis by Tinker Coffee Co. Tinker is a new local business that shares our approach by bringing out the true coffee flavors through light-roasted single-origin coffee (as opposed to dark roasted blends of origins).

In addition to our well-known cold brew iced coffee, we also hope to serve hot pour-over coffee at the Farmers' Market. Pour-over brewing is both a classic and trending method of brewing coffee by hand, a spectacle of a process that looks really neat to the observer, and brings out fully extracted, clean coffee flavors in the cup.

**1) Offerings/Variety/Creativity/Taste**

*Cold brew on ice.*

*Our 12 oz bottles in local shops.*



*Hot pour-over coffee.*

We specialize in cold brew iced coffee, a very different method of brewing coffee than any other. Combining simply two ingredients, locally roasted coffee with cold, triple-filtered water for 24 hours in a slow-motion extraction, we create a super strong, super smooth coffee with about 60% less acid than hot brewed coffee. The process yields a concentrate that is then diluted 1:1 with more filtered water for a standard iced coffee.
We chose to use a blend with our cold brew because a blend can be more complex and full-bodied as cold brew. Our blend consists of a very chocolaty bean from Nicaragua, a blueberry-sweet Ethiopian bean, and a smoky Sumatran, post-roast blended by weight: 45% Nicaragua, 35% Ethiopia, 20% Sumatra.
Our brewing equipment consists of 10 gallon buckets with nozzles and reusable muslin cotton filters. All cold brew preparation is done at One World Commissary, approved by the Monroe County Health Dept. Cold brew coffee can be served in a (compostable) cup on ice or bottled to take home. Currently, we sell 12 oz bottles of diluted coffee, and 32 oz bottles of the concentrate (we call it "CONK"). In addition to cups and bottles, we would also like to sell refillable growlers, a whole week's worth of coffee.

Hot pour-over coffee would be our only other beverage product, brewing various single-origin beans from our roaster, Tinker, in the industry standard 12 oz cups. Pour-over coffee is a traditional hot brew method, brewed by hand with a small cone, paper filter, and coffee, using a gooseneck kettle to evenly pour hot water over the coffee grounds. Each cup is brewed individually to order; while each cup takes about 3-4 minutes to prepare and brew, we are able to brew several cups at once.

The various beans available to taste would also be sold in 12 oz retail bags to take home. Tinker Coffee Co. beans would be freshly acquired each week, when we already travel to Indianapolis for our full supply of coffee and to distribute our bottles in the city.

Our coffee is great on its own, but we also supply our customers with organic half & half, coconut creamer, and pure cane sugar.

Proposed Full Menu:

| | | |
|---|---|---|
| Cold Brew Iced Coffee | 10 oz cup w/ ice | $2 |
| Cold Brew Iced Coffee | 16 oz cup w/ice | $3 |
| Cold Brew Iced Coffee | 12 oz bottle | $4 |
| Cold Brew Iced Coffee | 32 oz CONK bottle | $15 |
| Cold Brew Iced Coffee | 1 gallon growler | $25 |
| Hot Pour-Over Coffee* | 12 oz cup | $3 |
| Coffee Beans | 12 oz retail bag | $10-20 |
| Cream & Sugar | As needed | Included |

*Hot Pour-Over Coffee will require one basic outlet (110V) for a small coffee grinder. Hot water will be prepared off-site.

We are excited to provide samples of our cold brew as well as a pour-over demonstration.

**2) Production**

We currently bottle 400-600 bottles of cold brew coffee fresh every week for local distribution, and our mobile coffee cart sells 100 cups of coffee on a good morning—and we are not nearly at brewing capacity. After speaking with the other coffee vendor, we know to be prepared to sell several hundred cups of coffee.
Cold brew is transported in 5 gallon sealed jugs, about 50 cups of coffee in a jug. Hot pour-overs are a little trickier at high volume, but with several gallons of preheated hot water and our previous experience with large catering events, we will be ready.

**3) Pricing**

Prices will run from $2 to $25, see Proposed Full Menu above.

**4) Customer Satisfaction**

We have received many compliments on our product, customer service and knowledge of coffee, as well as our bright yellow branding. Below are a few direct quotes from online reviews and social media:

*"You make the absolute BEST iced coffee... Now I'm disappointed with anyone else's iced coffee!"*

*"Delicious coffee and fab service!"*

*"Tried @UELZING this morning. I've gotten iced coffee from every café in Btown and even tried cold brewing myself. His is by far the best"*

*"Locally sourced beans = rad."*

*"My Saturday tradition"*

*"If you guys love @UELZING so much, why don't you marry it?"*

**5) Reliability**

2016 will be our fourth summer in business. Our largest catering events include Lotus Musical Festival, Bloomington Craft Beer Festival, Mother Hubbard's Cupboard Annual Breakfast, weddings, and many others varying from 30 to 300 cups of coffee in the span of a few hours. We also brew and distribute several hundred bottles of coffee every week all year long.
Our staff has grown from a one-man operation to a few close friends and now employees.

**6) Local Entities**

Our first bike cart pedaled up and down Kirkwood Avenue here in Bloomington, and now our bottles are self-distributed to about 15 grocery stores and shops in Bloomington—almost all of them locally-owned. Our only ingredients are water and coffee. Our water is Bloomington city water, triple-filtered. Our recent change of coffee roasters from Bloomington-based Quarrymen Coffee Roasting Co. to Indianapolis-based Tinker Coffee Co. will provide a more progressive and transparent third wave approach to coffee while still providing a weekly, fresh roasting schedule. Tinker Coffee Co. is a small, locally-owned business that started in the last couple years.
Uel Zing owner moved here in 2013 from New York City (having grown up in South Dakota) to live with his girlfriend who was finishing her Ph.D. at IU. Current plans are to stay in Bloomington and continue to grow Uel Zing indefinitely—now graduated, happily married, and local.

**7) Market Product Balance**

Many people start their day with a cup of coffee, and it may be their very first stop at the Farmers' Market. While there is indeed one other coffee-specific vendor, our approach is much different in both style of product and delivery. Light-roasted coffees taste much fruitier and unique to their growing region, and both of our brewing methods are significantly different than espresso or drip coffee. Our cold brew method uses our own custom filtering system of reusable muslin cotton, and pour-overs are a real spectacle in and of themselves. Our cups of coffee are intended for on-site consumption, but our larger bottles, growlers, and bags of coffee beans can be taken home and enjoyed throughout the week.

**8) Utilize Locally Grown or Raised Product**

Coffee cannot be grown anywhere near Indiana. But it can be shipped here as dried "green coffee" and locally, freshly roasted. Our single-origin coffees for hot pour-over coffee will come from countries in Central and South America, Africa, and Asia. Our cold brew is a blend of three different origins: Nicaragua, Ethiopia, and Sumatra.

**9) Criteria Specific to Non-Peak Season/Limited Occasion Vendors**

Not applicable.

**10) Previous Prepared/Processed Food and Beverage Vendors**

We have not previously applied to be a vendor at the Farmers' Market.

*****

Thank you for your time and consideration. We think that we would be a great addition to the market and would really enjoy becoming a part of the Bloomington Community Farmers' Market for years to come.

Best,

Samuel Sveen, Uel Zing Coffee

April - Nov
1x/month

WILD ALASKA
SALMON & SEAFOOD
EST. CO 2000

Josh Hermes, Tony Wood, Heather Huffman
Wild Alaska Salmon & Seafood
7242 E. Salt Creek Drive
Bloomington, IN 47401
josh@wildalaskasalmonandseafood.com
C - 812.219.7045
F - 812.837.0554

Hello Bloomington Parks and Recreation staff, Board of Park Commissioners and Farmers' Market Advisory Council members. My name is Josh Hermes and I work with Wild Alaska Salmon & Seafood Co. along with co-owners Capt. Tony Wood and Heather Huffman. I am submitting this Request for Proposal to be a Prepared Foods Vendor at the Bloomington Community Farmers' Market for the 2016 season.

We are a direct-marketer of our own wild-caught Alaskan salmon. What that means is that we handle and oversee every stage of the process, from harvesting to selling to the consumer. There is no middleman whatsoever!

We realize that we are not your normal farmers' market vendor due to the locality of where our product comes from. However, since Indiana residents are unable to purchase local salmon, we feel that through the farmers' markets that we participate in, we offer the best opportunity to get truly wild-caught Alaskan salmon directly from the fisherman and from a local resident who is involved in every aspect of the business. That's me!

I have included our short bio of who we are and what we do so that all questions of harvesting and production can be covered and answered. I am happy to provide documentation, including business license, processing permits and all other pertinent information that might be needed upon request.

We participate in other Indiana farmers' markets, including the Bloomington Winter Farmers' Market, and I am happy to provide references from any or all of those markets if needed. Participating in those markets have proven very beneficial for both the market and our small business and ever-expanding customer list. We have over 500 people on our Bloomington Email list alone, most of whom have expressed a desire to see us at the summer market in Bloomington! As it states in our bio, we use social media and email to heavily advertise the markets in which we participate. We have seen tremendous

growth in the Bloomington area and we know that is in large part due to the hard work you all put in to this great market.

Our menu consists of every item that we have available. Remember, we only sell what we catch. Typical menu offerings include:

Frozen, Wild-Caught Alaskan Sockeye Salmon-large and small portion fillets-$13.00/lb.
Frozen, Wild-Caught King Salmon-small portion fillets-$18/lb.
Frozen, Wild-Caught Keta Salmon-small portion fillets-$11.00/lb.
Frozen, Wild-Caught Chunked Sockeye Salmon-$8.00/lb.
Frozen, Wild-Caught Smoked Salmon Candy-$8.50 each
Frozen, Wild-Caught Traditional Smoked Salmon-$8.50 each
Frozen, Wild-Caught Peppered Smoked Salmon-$8.50 each
Wild Seafood Rub-6oz. Jar-$6.00/jar

I am happy to arrange samples for anyone who would like to try our products. Again, we realize that our products are primarily raw products but under the Bloomington Community Farmers' Market rules and regulations, we are happy and appreciative to be considered a "Prepared Foods Vendor" as was related to us when we met with the Advisory Counsel in March of last year.

During markets, our set-up is very straight-forward. Our fish are kept frozen in four 6-foot chest freezers that are housed in a 14-foot trailer. Access to an electrical outlet (110) is ideal, but not required since we can also run our freezers from a single whisper generator which we would provide. We set up a tent outside the trailer door, allowing easy access to the freezers for a quick and easy customer interaction. This allows us to provide the absolute best customer service. Our customers always leave our booth happy and excited about what they just purchased! At no time are the products allowed to sit out and thaw and we sample only our fully-cooked smoked products complicit with the Monroe Co. Health Dept. guidelines and applicable permit, a copy of which is included with this proposal.

As I mentioned above, I work and live right here in Bloomington, IN. Although the company is based in Alaska and Tony and Heather are residents of Alaska, I want to reiterate that I handle all of the day-to-day operations for Wild Alaska Salmon & Seafood and I'm involved in every aspect of the harvesting and processing during the fishing season. Most of that is all from Bloomington. I love this town, the people and the cultural melting pot that is Bloomington and I want to provide my fellow residents with a product that is truly amazing in flavor and health benefits and one which they are not able to source otherwise. And I feel that the Bloomington Community Farmers' Market is the ideal setting in which to accomplish that goal.

During any market season (summer and winter), I am a vendor participating in 4 to 5 different markets in the state of Indiana. This means that I am a vendor at an individual market once per month. My availability for vending at the Bloomington Community Farmers' Market would be similar as I will also be participating in other markets throughout the summer. In short, I am interested in being a vendor one Saturday per month throughout the season. I am also interested in both the April and November

markets and also the Tuesday market next to Bloomingfoods West. At this time, any Saturday during the season is available to schedule.

In conclusion, I want to offer my sincere thanks for everyone's time and effort in considering our proposal for participation. I took great care in making sure that each and every proposal evaluation criteria was addressed and answered to the best of my knowledge. But I'm human, so if there are any concerns or questions or items that I didn't address to your satisfaction, I am happy to do so at the convenience of this committee. I would also like to express our willingness to meet with this committee and/or the Advisory Counsel if it is deemed necessary.

Thank you again and I look forward to hearing back from you

Sincerely,

Josh Hermes
Wild Alaska Salmon & Seafood

**Who We Are and What We Do**

My name is Tony Wood, fisherman and owner of Wild Alaska Salmon & Seafood. I have spent 25+ years in Alaska as a sport fishing guide, pilot and commercial fisherman. Over those years, I have found a real need for high quality, Wild-Caught Alaskan Salmon at a reasonable price to be made available in the lower 48 states. My mission from the beginning of Wild Alaska Salmon & Seafood was to eliminate the middle-man and large corporation processors and be able to sell a product where I can guarantee the highest quality because I am the harvester, processor and salesman. As I always say, "You buy your produce from the farmer. Why not buy your fish from the fisherman?"

During the summer fishing season in Alaska, I am the Captain of my boat, the Oly, and my wife Heather is processing the catch to be directly distributed throughout the year from us to wholesalers and individual customers. Wild Alaska Salmon & Seafood does not sell to any corporate chains.

To ensure the highest quality possible, every fish that I catch is iced and bled on board my boat, delivered to shore twice a day after every tide, and immediately processed and blast-frozen at my facility. There are over 2000 fisherman in my region of Alaska and I am the only one that is completely independent. I handle and manage every aspect of the process, from being caught to being bought. All of Alaska's fisheries are certified sustainable and management of them is even included in the state constitution.

After the fishing season ends, my fish and my family relocate to Southern Illinois where we spend our winters direct marketing our salmon to independent retailers, including co-op grocery stores and restaurants as well as farmer's markets. We utilize email marketing and social media to communicate to our very loyal existing customer base to advertise and promote the markets where our products are sold.

In February of 2014, my wife and I had our first born son, Max. Due to this addition to our family, we hired our first full-time employee in November. Josh comes from Bloomingfoods Market & Deli in Bloomington, IN where he has spent the last 10 years as the meat/seafood manager. As a customer of ours, Josh was able to see first-hand the impact that our products made to his department. Josh has been involved with every aspect of our business including fishing seasons with us in Alaska and as a processor/manager. All in all, he was the perfect fit for our company.

Alaska Address:
PO Box 602
King Salmon, AK 99613
Ph: 618-687-3738
Fx: 618-687-3795

Indiana Address:
7242 E. Salt Creek Dr.
Bloomington, IN 47401
Ph: 812-219-7045
Fx: 812-837-0554

**Wild Alaska Salmon & Seafood Co.**

# Memo

**To:** Bloomington Parks & Recreation staff, Board of Parks Commissioners, Farmers' Market Advisory Council members

**From:** Josh Hermes – Wild Alaska Salmon & Seafood

**Date:** January 29, 2016

**Re:** 2016 Bloomington Community Farmers' Market Request for Proposal

---

Hello all!

Please find included in this envelope the following items to be considered for participation as a "Prepared Food Vendor" for the 2016 Bloomington Community Farmers' Market season:

- 2016 General RFP statement for Wild Alaska Salmon & Seafood
- Vendor Bio
- Copy of Monroe Co. Health Dept. 2016 Food Service Permit
- Copy of our 2015 Certificate of Liability Insurance (please note: we are awaiting our 2016 Certificate in the mail and as soon as we receive that, we will send an updated copy)

Thank you for your time and consideration.

Best regards,

Wild Alaska Salmon & Seafood Co.

# Seasonal Food Service Establishment

Monroe County Health Department
Bloomington, IN 47404-3989
812-349-2542

SUMMER MARKET

WINTER MARKET

**WILD ALASKAN SALMON & SEAFOOD**
**JOSH HERMES**
**7242 E. SALT CREEK DRIVE**
**BLOOMINGTON, IN 47401**

Having complied with the rules and regulations of the Monroe County Health Department as authorized by the Indiana Administrative Code and the Board of Commissioners of Monroe County, Indiana, is hereby authorized to operate a Food Service Establishment at the above location for the calendar year.

Issued JAN 26 2016

By Nancy W Shapiro

**Summer Market (expires 11/30/16)**
**Winter Market (expires 3/30/17)**
**Other Seasonal (expires 2/28/17)**

2016

**This License Is Not Transferable to Another Individual or Location**

WILDA-1 OP ID: A65

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/13/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Hausman Kunkel, Inc.
40 S. Prospect
Roselle, IL 60172
Hausman Kunkel, Inc.

CONTACT NAME: Hausmann Kunkel, Inc.
PHONE (A/C, No, Ext): 630-894-7510 FAX (A/C, No): 630-894-4333
E-MAIL ADDRESS:

| INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|
| INSURER A : Liberty Mutual (Indiana) | "A" |
| INSURER B : | |
| INSURER C : | |
| INSURER D : | |
| INSURER E : | |
| INSURER F : | |

INSURED
Wild Alaska Salmon & Seafood
c/o Anthony Wood
1690 Grammer Rd.
Carbondale, IL 62903

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY | | | | | | EACH OCCURRENCE | $ 1,000,000 |
| | CLAIMS-MADE / X OCCUR | | | 02-BP-688068-70 | 02/01/2015 | 02/01/2016 | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ 1,000,000 |
| | | | | | | | MED EXP (Any one person) | $ 10,000 |
| | | | | | | | PERSONAL & ADV INJURY | $ 1,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | GENERAL AGGREGATE | $ 2,000,000 |
| | X POLICY / PRO-JECT / LOC | | | | | | PRODUCTS - COMP/OP AGG | $ 1,000,000 |
| | OTHER: | | | | | | | $ |
| | AUTOMOBILE LIABILITY | | | | | | COMBINED SINGLE LIMIT (Ea accident) | $ |
| | ANY AUTO | | | | | | BODILY INJURY (Per person) | $ |
| | ALL OWNED AUTOS / SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) | $ |
| | HIRED AUTOS / NON-OWNED AUTOS | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| | UMBRELLA LIAB / OCCUR | | | | | | EACH OCCURRENCE | $ |
| | EXCESS LIAB / CLAIMS-MADE | | | | | | AGGREGATE | $ |
| | DED / RETENTION $ | | | | | | | $ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | | | PER STATUTE / OTH-ER | |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N | N / A | | | | | E.L. EACH ACCIDENT | $ |
| | (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE | $ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ |
| A | Property Section | | | 02-BP-688068-70 | 02/01/2015 | 02/01/2016 | | |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
**********
**********
********** PROOF OF INSURANCE ONLY **********
**********
**********

CERTIFICATE HOLDER

PROOF01

Wild Alaskan Salmon & Seafood
Anthony Wood DBA
**********
1690 Grammer Road
Carbondale, IL 62903

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Brittany Paulin

Business: Bliss Delish

Address: 3448 Wabash Ave.

Terre Haute, IN 47893

Telephone: (812) 243-6473

# Bliss Delish Bloomington Farmer's Market Proposal

February 1, 2016

## Description:

Bliss Delish is a gluten-free, Paleo-friendly home based vending brand. For the past two and a half seasons Brittany has sold products at the Terre Haute market, with good turn-outs and sells. She likes to use local produce in breads, pies, and muffins, with a menu corresponding and reflecting the seasons. She incorporates local honey and maple in her products, trying to make them as natural and locally made as possible. She also likes to offer a varied menu with a wide selection for those seeking to eat gluten-free, to ease their transition and help with a lifestyle change. Her table set up is presentable, tidy, and attractive. Products are presented nicely, and pleasurable to the eye. Her products resonate with individuals with food allergies, especially. Bliss Delish would be a great addition to the market, with a growing number of individuals eating and going gluten-free, as well as for those adapting to a Paleo lifestyle.

| Menu Items: | Price: |
|---|---|
| Pizza Crusts | $8 for a package of 2 |
| Chocolate Chip Cookies (made with honey or Vegan made with Maple) | $3 for a large cookie |
| Sandwich Bread | $9 a loaf |
| Seasonal Mini Breads (apple, zucchini, blueberry, etc.) | $5 each |
| Bagels | $6 for 3 |
| Flatbreads | $5 for 3 |
| Seasonal Muffins | $5 for 3 |
| Chocolate Cherry Blondies | $5 for 3 |
| Death By Chocolate Mini Bundt Cakes | $5 each |
| Mini Seasonal Pies | $5 each |

Bliss Delish: http://blissdelish.com

To Bloomington Parks and Recreation

Proposal for Farmers Market 2016

Blustone Catering, Blustone Catering Pesto's on facebook

haroldadkisson@yahoo.com

The goal of Blustone Catering has always been to offer the best service and food that we could create, and with the help of Farmers Market 2014 we were able to become a public business. The idea was and still is to use as many local products as possible, a walk through the market gave way to much of the food that was created for our booth.

I used grains and pastas brought at local stores, vegetables came from other vendors and my own garden. Breads, wraps all local and sometimes homemade were used for our sandwiches but it was the salads that became our best selling items. It was in the last months of the market that we made homemade soups that we created just for the booth. The spicy corn chowder we made sold so well we could never leave it off the menu. I think that as we were a lunch booth we did sell many a slice of quiche for breakfast.

The booth this year would open with soups at six dollars a cup and quiche, as the market season becomes busier the booth would change over to our salads and sandwiches. The salads would run at the price of five dollars per 8 0z serving.

I would like to add that because of the market, we were able to start up the second phase of our business which is selling our basil and spinach pesto's at Bloomingfoods. We would be willing to share the booth space with Ugo bars if that company will be willing to work with us again.

Thank you yet another chance to work with the market Harold Adkisson

Contact info 1465 Raymond Rd Martinsville In 46151 765 342 4481

# *REQUEST FOR PROPOSAL*

## PB, no J LLC

Daniel Kahn, owner
445 North Union St.
Beech F317
Bloomington, IN 47406
PButternoJ@gmail.com
(317) 418-1705

PB, no J LLC

## About PB, no J

In my family peanut butter has always been a staple. On those busy mornings when us kids were running off to school and lunches needed fixing; peanut butter was always there. When we needed an after-school-snack, a peanut butter sucker (a big scoop on a spoon) was the ultimate treat. We all came to realize that those big brand butters just weren't all that great. Plus, they had hydrogenated oils, triglycerides, and other questionable ingredients. The organic and specialty brands were expensive and all alike — nothing we couldn't make our selves.

So together we set out to create that perfect peanut butter. One that you can spread, scoop, shovel, and savor. One that with unique flavors and textures. One that creates the types of experiences and memories that our family has had developing these wonderful butters.

So when I moved to Bloomington, Indiana to attend the Kelley School of Business at Indiana University I knew I wanted to continue this business because of what it stood for. My families dream is to spread our delicious natural peanut butter to other families so they too can create wonderful memories.

PB, no J started in Bloomington and has been in operation for just over 6 months now. We have a large following of customers that love our product and continue to order jars over and over again.

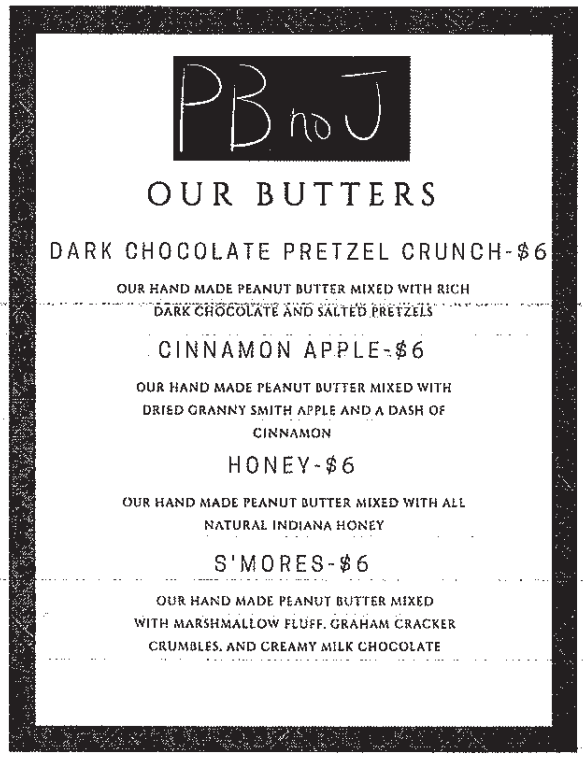
## Request for Proposal

PB, no J is requesting to become a part of the Bloomington Farmer's Market for the summer season. We also are available to join the April and November Markets.

## Proposal Evaluation Criteria

PB, no J specializes in homemade peanut butter made from scratch. We grind up the peanuts, mix in other delicious flavors such as dark chocolate and pretzels, and then we spoon into a jar ready for consumption. All of our production takes place in the kitchen at the Hillel Center on IU's campus.

Currently we produce 4 different types of peanut butter. At maximum output we can produce 25 jars an hour, so within a full week of production we can produce 1,000 jars. This will easily meet anticipated sales rate of our peanut butters. Below is our menu of various peanut butters. No water or electricity will be needed at the market to serve our product as it will all be produced prior to the day of sale.




All of our peanut butters sell for $6 a jar, which is below the industry average for artisan peanut butters at around $7 a jar. We like to keep our price low to consumers in order to stay true to our ideals of producing inexpensive delicious homemade peanut butter.

We take pride in our packaging at PB, no J and feel that its important for our customers to receive a high quality product as well as a high quality looking product. Below is the label that is placed on our jars, it displays the story that started PB, no J and allows our customers to understand our values.

# PB, no J LLC

12 oz. (340.2g) **Dark Chocolate Pretzel Crunch** Homemade Peanut Butter Spread

"In my family peanut butter has always been a staple. When I needed an after-school-snack, a peanut butter sucker (a big scoop on a spoon) was the ultimate treat. I came to realize that those big brand butters just weren't all that great. Plus they had hydrogenated oils, triglycerides, and other questionable ingredients. I set out to create that perfect peanut butter. One that you can spread, scoop, shovel, and savor. One that creates the types of experiences and memories that my family has had loving peanut butter for all these years."

-Daniel Kahn
Owner, PB, no J LLC

Ingredients: honey roasted peanuts (peanuts, sugar, honey, salt, peanut oil, corn syrup, xanthan gum), dark chocolate chips (sugar, chocolate, milkfat, cocoa butter, soy lecithin, natural flavors), pretzels (wheat flour, salt, vegetable oil, malted barley, dextrose, potassium chloride, sodium bicarbonate, yeast, soda), peanut oil

PB, no J Llc
PButternoJ@gmail.com

1 2 3 4 5 6 7 8 9 0

Made in small batches
730 East 3rd St.
Bloomington, IN 47401

Farmers' Market Prepared/Processed Food and Beverage Vending RFP

January 15, 2016

UGo Bars, LLC
ugobars@gmail.com
812-322-3499

1 PREPARED/PROCESSED FOOD & BEVERAGE OFFERINGS/VARIETY/CREATIVITY/TASTE
UGO Bars will be offering our snack bars, granola and baked goods.
Snack Bar Flavors: ULTRA (Cherry & Cacao), ANUTTER (Sweet & Salty); WANDERLUST (Peanut & Cacao); COOL (Coconut & Date); CHILI (Peanut, Prune & Chili Pepper); GRANOLA BAR. Baked goods will be vegan, gluten free and also traditional baked offerings.

2 PRODUCTION
We have been a part of the market for the past two (2) seasons and we have never run out of product. We are moving into a new facility that will increase our ability to produce more products.

3 PRICE LIST
Bars regularly retail for $2.69 but will be sold at the Farmers Market for $2.50 each; $13 for 6 and $25 for 12. Granola is $8.00 for 12.5 oz. We offer $1.00 and $2.00 pastry items such as muffins or cookies. We want everyone to be able to enjoy something at the market.

4 CUSTOMER SATISFACTION
We have never had a product returned to us due to a quality issue. In the event this was to occur we would promptly replace item(s) or make a 100% refund of the purchase price. Our employees are trained to be friendly and have full product knowledge. Often times the staffing is by the owners of the business.

5 RELIABILITY
We have been present at every market that have been designated markets for the past two years. Rain or shine.

6 LOCAL ENTITIES
UGo Bars and both owners reside either in the City of Bloomington or Monroe County.

7 MARKET PRODUCT BALANCE
UGo Bars are packaged and have a 90 day shelf life. They are gluten-free, vegan and can be enjoyed at the market or at a later date.

8 UTILIZE LOCALLY GROWN or RAISED PRODUCT
We use local honey in our granola but most other ingredients are not available locally.

9 CRITERIA SPECIFIC to NON-PEAK SEASON/LIMITED OCCASION VENDORS
Our products are very unique to the market.

10 PREVIOUS PREPARED/PROCESSED FOOD AND BEVERAGE VENDORS
UGO Bars has paid all financial obligations for all previous markets in a timely fashion.

# Request for Proposals

LM
Jerome Graber
9146 N 1025 E
Odon IN 47562
812-787-1405

For Saturdays Food Vendor

Homemade ice cream
Small cup = $3.00
Large cup = $4.00
Cone = $3.00

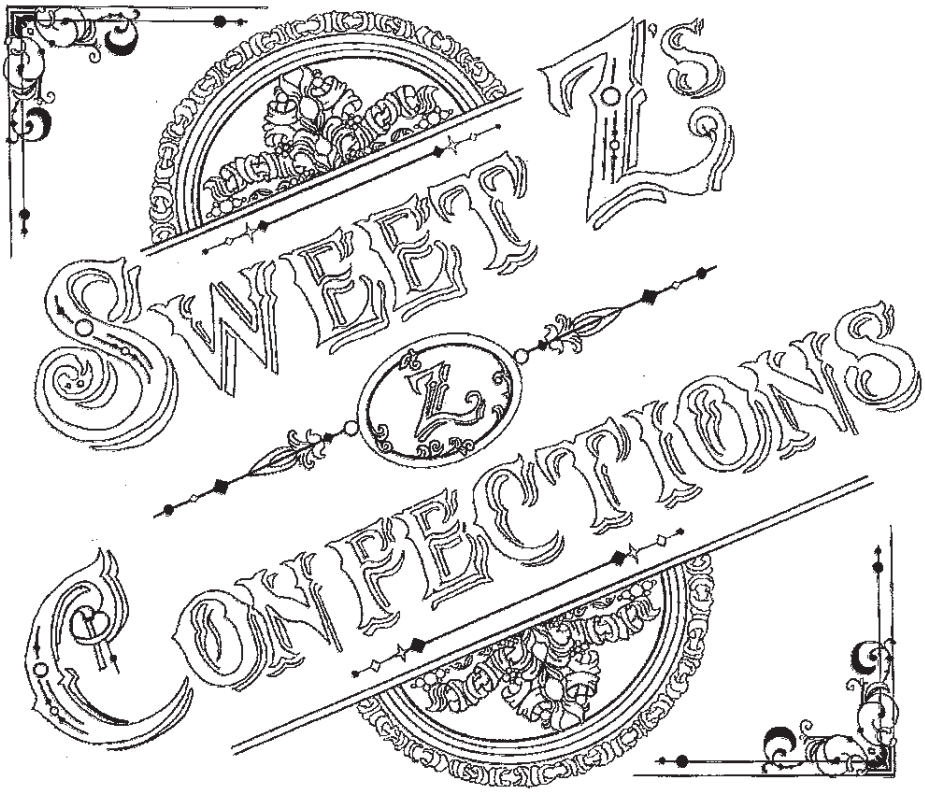
Can make 10 gallon at a time.

Can use Electric or Hit & Miss engine whichever is prefered.

Want to buy: seasonal fruits from Market Vendors for ice cream flavors.

Buy all mix (Prairie Farms) from a local store

Have been doing numerous shows in the past 3 years.




**Sweet Z's Confections**

# PROPOSAL FOR PREPARED VENDOR SPOT AT THE 2016 FARMERS' MARKET

**SZC-RRFP-012016 REV-**
**Executive Summary: See Page 2**

PREPARED FOR:
Farmers' Market Review Committee
Parks and Recreation Department
P.O. Box 848
Bloomington, IN 47402

PREPARED BY:
Johannah Yoch
4015 W. Barge lane
Bloomington, IN 47403

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SZC-RRFP-012016

## Executive Summary

Greeting Committee Members,

My name is Johannah Yoch. The following is a proposal for one of your limited prepared vendor spots at the 2016 Farmers' Market.

I will tell a little bit about myself. I was born and raised in Denver Colorado and made the move to Southern Indiana in 2009. My husband, two children, and I have lived in Bloomington for the past 4 years and have grown to love the charm and warmth of the Bloomington community. In the interest of retaining the amiable feeling of our community, we began searching for and buying as much as we could locally. We eventually joined the local grows guild to keep current on the surrounding farms and their products. As a mother of 2 young children and having a serious sweet tooth, I began exploring homemade confections a couple of years ago and earnestly honed my skills in the kitchen. As devoted attendees of the Farmers' Markets the past three years, my husband and I developed an interest in becoming members of this tightknit vending community we had come to enjoy. With months of preparation and unwavering excitement I submit my proposal for a position in the 2016 Bloomington Community Farmers' Market.

Thank you,

## 1.0 Overview

Sweet Z's Confections
Brought to you by:

Johannah Yoch
4015 W. Barge lane
Bloomington, IN 47403
cell- (812) 322-4688 home- (812) 400-0383
j.sommerville@hotmail.com

This proposal is for a fulltime vending stall during peak season May 7- October 29, with additional interest in non-peak season April 2-20 November 5-26, and Tuesday market days June 7- September 27.

Sweet Z's Confections will offer a delightful menu of homemade treats that will make the Market goers visit sweeter. The majority of our menu will be prepared by me in our family home, but we are also excited to offer melted chocolate and homemade liquid caramel at market to make any piece of produce a little tastier.

Our menu includes no meat or poultry products[1]. We do not use reduced oxygen packaging, cut melons, raw seed sprouts, garlic-oil mixture, cut tomatoes, or leafy greens in any of our recipes. All food will be labeled with required information including our name and address, common name of food product, ingredients of food product, net weight and volume, date food was processed, and the official statement that our production area has not been inspected by the department of health.

In accordance with HEA 1309 our sampling will include all necessary sanitary practices including hand washing, glove wearing, sanitation of packaging, safe storage of the product and a label card displayed with required information.

## 2.0 Menu

### 2.1 *Fudge*

- Dark Chocolate Cherry
- Cookies and Cream
- Milk Chocolate/Chocolate Walnut
- Peanut Butter Chocolate
- Sugar Free Chocolate

We will be bringing a small 7 cubic foot refrigerator that will be set at the rear of the tent. This unit requires 8 amps to run.

[1] Baked products, such as Cake Pop 'ems, will include cooked eggs.

### 2.2 *English Toffee*

- Plain
- Chocolate covered

### 2.3 *Produce Dipping*

- Tempered Milk chocolate
- Tempered homemade caramel
- Toppings
    - Chopped pecans
    - chocolate drizzle
    - cinnamon sugar
    - graham cracker powder

We will be using a dual steam table to maintain the temperature of both the chocolate and caramel. This counter top unit requires 11 amps.

### 2.4 *Cake Pop 'ems*

Cake Pop 'ems are bite size cake balls covered in chocolate shell.

- Creamy Devil's food
- Yellow/white confetti

Our stock of these will be stored in the same unit as the fudge, no additional electricity needed.

### 2.5 *Granola Bites*

Granola Bites include:

- Chocolate,
- Peanut butter
- Flax seed
- Raw honey

### 2.6 *Swirl Lollipops*

Available in:

- Large swirl – 6"
- Small swirl – 3"

### 2.7 *Homemade dog treats*

Made with:

- Pumpkin puree
- Peanut butter

### 2.8 *Complimentary Refreshments*

We will also be providing free water to the public, flavored with fresh orange slices, cucumbers, and lemons. We will provide our own spring water.

### 2.9 *Overall Power Requirements*

Table 1 depicts the total power requirements of 19 amps.

| Appliance | Amps Required | Product Associated |
|---|---|---|
| 7ft$^3$ refrigerator | 8 amps | Fudge, Cake Pop 'ems |
| dual steam table | 11 amps | Dipped Produce |

**Table 1 Power Requirements**

## 3.0 Production

We have based our production model off of the peak season number of 7,000 people attending the market daily. Our base number will start at stocking for 5%-10% of 7,000 people. Our approximations are:

- 100 pounds of the various fudge flavors
- 3 pounds of toffee
- 7 quarts of caramel/5 quarts of chocolate
- 50 bags of Cake Pop 'ems
- 50 Bags of Granola Bites
- 50 lollipops
- 30 Bags of dog treats

Using larger 18 gauge full size sheets (18x26 inches) along with pan extenders (3 inches tall), allows me to make fudge in 10 pound batches. Producing this quantity in each batch will make it easy to meet a 100 pound stock goal. Using multiple pans makes the process a matter of hours rather than days.

Toffee can be made 1 ½ pounds at a time with short cook time and rapid set. Toffee stock can also be produced in a few hours.

Caramel will be made in the early morning before market starts in 2 batches of 7 quarts then warmed on location. Chocolate will be melted on site.

Both Cake Pop 'em and granola bites are made in batches of 50-52, which is 8-10 servings per batch. Made two pans at a time, stock for both of these items will take 2 days.

Both lollipops and dog treats are stable, and don't require refrigeration. Stock for these items can be made 2 weeks in advance, and stock shortages can be filled throughout the week prior to market days.

Calculations taken in the first couple of weeks will give us a more accurate reflection of the Market demand, and we can alter our supplies based on that.

## 4.0 Pricing

We understand that it is important to keep our prices modest; as such we have set our price list low so everyone can afford something sweet. Our anticipated are as follows:

Fudge: Our research shows local and out of state fudges being sold for an average of $13.00 a pound. More concerned with exposure and enjoyment of our product we set our prices lower than average.

- ¼ pound- $2.50
- ½ pound- $5.00
- 1 pound- $ 10.00

Toffee: Our toffee will be sold in smaller bagged pieces. We will be offering 4oz bags.

- $3.00 each.

Produce Dipping: We are very confident that our ability to add chocolate and caramel to the produce bought from other vendors will give us a closer connection to those vendors and hopefully give the market a more collective feel as well.

- 25¢ per piece of fruit
- $2.50- for apple dipping with an additional 50 cents for toppings

Cake Pop 'ems: Our chocolate coated cake balls are 1 oz. in size and will sell in a pack of 5.

- $2.50

Granola Bites: weighing 1.5 oz. each, these will be sold in bags of 6.

- $4.00

Lollipops: Available in 2 sizes.

- Small- 3" sold 2 for a $1.00
- Large- 6" sold for $2.50 a piece

Homemade dog treats: Available in 2 sizes

- Small treats bag of 10- $3.00
- Medium treats bag of 6- $3.00

## 5.0 Customer Service

### 5.1 *Display*

The layout of our booth will be a 10ft by 10ft tent with three tables at the front and both sides. We will have our refrigeration unit at the back. The front table will be clothed and set with display stands and samples of products. To one side will be the tempered chocolate and caramel in the customer's view to allow them to watch the process if they so desire. The other side will be used for stock, cutting of samples, record keeping, and wrapping supplies including boxes for fudge, bags and ties for caramel apples, napkins, wax sheets, and bags for carrying multiple purchases. To the side of the front we will have our water stand and cups available to everyone.

We are hoping to give our stand as much of that local sweet shop feel as we can.

### 5.2 *Customer Satisfaction*

I have had extensive experience working with people from CNA and humanitarian work to retail and food service including extensive time working for Rocky Mountain Chocolate Factory in Castle Rock Colorado. I think the base of customer service comes down to one important thing, and that is people like to feel that they are a priority. The bulk of my preparation for each Market day will be completed at home, and the organization system we will have will allow us to serve people quickly and easily. I will be running the booth every market day with assistance from my husband on Saturdays.

## 6.0 Reliability

I spent a great deal of my late teens working at the Rocky Mountain chocolate factory in Castle Rock Colorado, where I grew up. It was here that I learned about fudge making, caramel, and truffle building. I consider myself fluent in the area of confection production. I also spent time working a food truck at Bandimere Speedway in Morrison, Colorado. I learned how to meet customer's requests in a very limited amount of space with lots of noise, heat, and demands. I have never had the pleasure of working in a Farmers' market, but I have been preparing for this opportunity for 5 months. A great deal of my preparation has been developing the organization I will need both at home and at the market. Having a well-planned schedule, noting stock and demand, and organization of my space will allow for efficient operations. Having the support of my family will help with any scheduling issues that should arise. Our planning has covered all areas both in the market and behind the scenes.

## 7.0 Utilizing Local Entities

My family and I have been Monroe county residents for the last four years. We lived in Bloomfield for three years after we came to Indiana from Colorado. We have very much enjoyed living in Bloomington and look forward to getting further involved in the community. Ultimately our goal is to own a brick-and-mortar business in downtown Bloomington. The Farmers' market will be an important first step to becoming a local business owner in our community.

## 8.0 Market Product Balance

### 8.1 *Compliment/balance*

When we first began planning our products and procedures we made it great importance to compliment the farmers that have brought their hard work to the market. We envision the farmers bringing dinner to the community's table, and we're offering dessert. We are very excited to be able to utilize these farms to make our products fresher and tastier.

### 8.2 *On/Off site Consumption*

We will stock products packaged at home, such as larger quantities of fudge, but we have designed our menu and the sizes of the products to be something a customer could easily enjoy

on site while they enjoy the rest of the market. Toffee, Cake pop 'ems, and truffles are all packaged in reasonable quantities of smaller sizes for a person to enjoy anytime they like. We will be able to cut the fudge down into smaller pieces at the customer's request, making it easier to eat on site. Our dipping service, while designed for on-site consumption, can also be bagged or boxed for the patron to take home if they would like.

## 9.0 Utilizing Locally Grown Products

We are excited to offer homemade products that will be a sweet addition to a market full of fresh, local farm goods. We understand the importance of balance, and as a prepared food vendor our top priority is to compliment and utilize our local farmers. Our recipes lend themselves to using local produce, tree nuts, and eggs. Arrangements are being made with Christopher Salem Willard from Bread and Roses Garden to obtain fresh berries, apples, and any other produce we can use in our recipes starting in May. I have also contacted JD Grave, Life certified organic farm, Five Oaks, and Ewenique Sheep and Produce hoping to make arrangements for tree nuts and produce. Contact has been made with Honey Hunters Farms for the purchasing of raw honey. Perhaps the best source of the fresh products we need is the market itself, working cohesively with our Market neighbors. Farm vendors will be vital to our produce dipping, and we will be literally adding to their products.

## 10.0 Summary

In conclusion, I hope you, the review committee will find us a suitable addition to the 42nd annual Farmers' Market. We feel that we understand and embody the mission of enriching the community with local products, made with care, by Bloomington residents. Thank you for your time, and we look forward to hearing from you.

CITY OF BLOOMINGTON
parks and recreation

**STAFF REPORT**

Agenda Item: C-3
Date: 02-10-2016

Administrator
Review\Approval
PM

**TO**: Board of Park Commissioners
**FROM:** Hsiung Marler, Sports Facility Manager
**DATE:** February 8, 2016
**SUBJECT:** REVIEW/APPROVAL OF SOFTBALL SUPPLY ORDER

**Background**

This represents our annual order of softballs for use throughout our programs. In 2016, all adult slow pitch and youth fast pitch softball leagues will be ASA Sanctioned. Bloomington Parks and Recreation will also host 6 ASA sanctioned events for youth and adults, including the ASA/USA GFP 18U A National Championship.

Indiana ASA has a purchasing agreement with Worth Sports to provide softballs at a discount to any Indiana ASA sanctioned agency. Purchasing softballs through the Indiana ASA purchasing agreement with Worth will provide a substantial savings over purchasing through retailers.

**Recommendation**

Staff recommends that the Board of Park Commissioners approve the purchase softballs through Indiana ASA based upon the quoted quantities and prices below.

**Quantities**

| | |
|---|---|
| 23 dozen | 12" Dream Seam Fast Pitch Softball |
| 114 dozen | 11" Green Dot Slow Pitch Softballs |
| 114 dozen | 12” Hot Dot Slow Pitch Softballs |

**Quotes**

| Qty (dz) | Cost | Subtotal | Indiana ASA |
|---|---|---|---|
| 23 | $52.00 | $1,196.00 | 12" ASA-NFHS Dream Seam Fastpitch Softball |
| 42 | $40.00 | $1,680.00 | 11" ASA Green Dot Slowpitch Softballs |
| 114 | $44.00 | $5,016.00 | 12" ASA Hot Dot Slowpitch Softball |
| | | $7,892.00 | Total |

| Qty (dz) | Cost | Subtotal | Softball.com |
|---|---|---|---|
| 23 | $65.00 | $1,495.00 | 12" ASA-NFHS Dream Seam Fastpitch Softball |
| 42 | $45.00 | $1,890.00 | 11" ASA Green Dot Slowpitch Softballs |
| 114 | $55.00 | $6,270.00 | 12" ASA Hot Dot Slowpitch Softball |
| | | $9,655.00 | Total |

| Qty (dz) | Cost | Subtotal | Anthem Sports |
|---|---|---|---|
| 23 | $86.00 | $1,978.00 | 12" ASA-NFHS Dream Seam Fastpitch Softball |
| 42 | $64.00 | $2,688.00 | 11" ASA Green Dot Slowpitch Softballs |
| 114 | $64.00 | $7,296.00 | 12" ASA Hot Dot Slowpitch Softball |
| | | $11,962.00 | Total |

**RESPECTFULLY SUBMITTED,**

_____

Hsiung Marler, Sports Facility Manager

CITY OF BLOOMINGTON
parks and recreation

# STAFF REPORT

Agenda Item: C-4
Date 02/10/2016

Administrator
Review\Approval
PM

**TO**: Board of Parks Commissioners
**FROM:** Kim Clapp
**DATE:** February 16, 2016
**SUBJECT:** **REVIEW/APPROVAL OF PROPOSED CHANGES TO THE POLICY REGARDIING RECORDS AND REPORTS MANAGEMENT**

**Background**

Staff recommends the approval of the proposed changes to the Parks and Recreation Department Policy # 2020, Records and Reports Management.

**Recommendation**

The process for managing records and reports has changed over the past few years. Changes to the policy mirror these new methods. The guidelines reflected in this policy have been thoroughly reviewed and updated to align with 2016 CAPRA accreditation standard 3.4.2.1.

**RESPECTFULLY SUBMITTED,**

Kim Clapp

Kim Clapp
Office Manager

# Administration Policies - 2020

**Date: January 28, 2016** **Accreditation Standard #: 3.6**

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**POLICY RE: Records and Reports**

An original, or a copy, of all records listed below are managed and kept by the City of Bloomington. Disposal or destruction of any records must be done according to state law guidelines. The Legal Department may provide any necessary guidance.

All records are to be kept at the following locations and amount of time:

| | | |
|---|---|---|
| Correspondence: | | |
| Complaints | Parks Department | 3 years |
| Finance: | | |
| Accounts Payable | Controller's Office | 6 years |
| Audits | Controller's Office | Permanent |
| Bank Statements | Controller's Office | 3 years |
| Bids | Parks Department | 10 yrs. after expiration |
| Cash Receipts | Parks Department/Controller's Office | 6 years |
| Contracts | Legal | 10 yrs. after expiration |
| Deposit Books | Parks Department | 3 years |
| Federal Grants | Controller's Office | Permanent |
| Payroll Registers | Controller's Office | Permanent |
| Purchase Orders | Controller's Office | 10 years |
| Tax Exemptions | Controller's Office | Permanent |
| Tax Records | Controller's Office | No less than 6 yrs. |
| Time Cards | Parks Department | 3 years |
| Board Records: | | |
| Financial Reports to Board | Parks Department | 6 years |
| Minutes | Parks Department | Permanent |
| Legal: | | |
| Conveyance of Real Estate | Controller's Office | Permanent |
| Deeds | Controller's Office | Permanent |
| Easements | Controller's Office | Permanent |
| Leases | Controller's Office | 2 yrs. after termination |
| Ordinances | Clerk's Office | Permanent |
| Personnel Records: | | |
| Applications – employed full time | Human Resources | 75 yrs. after employment |
| Applications – employed seasonal | Parks Department | 75 yrs. after employment |
| Applications – not hired | Human Resources/Parks Department | 3 years |

| | | |
|---|---|---|
| Department Heads & Managers | Human Resources/Parks Department | Permanent |
| Personnel Records – Permanent | Human Resources/Parks Department | 75 yrs. after termination |
| Personnel Records – Seasonal | Human Resources/Parks Department | 75 yrs. after termination |

Other:

| | | |
|---|---|---|
| Accident Reports - adult | Parks Department | 5 years |
| Accident Reports – children | Parks Department | 10 years |
| Insurance Policies | Legal | 5 yrs. after expiration |

# 2015 ERAC Annual Report

**2015 Initiatives**
At the beginning of the year, ERAC members decided on focus areas and topics they would like to keep abreast of throughout 2015. These topics included:

- Deer management at Griffy Lake Nature Preserve
- Griffy Lake Plant and Water Quality Data
- Adopt-an-Acre Program
- Wapehani Mountain Bike Park
- Winslow Woods Management Plan

2015 ERAC officers: Melissa Clark – Chair
Angie Shelton – Vice-Chair

**Deer management at Griffy Lake Nature Preserve**
Deer management continued to be an area of interest for ERAC members. While the cull at Griffy Lake Nature Preserve was called off in early 2015, members worked to keep their concern for the health of the preserve in the public view and in the mayoral race. A letter was written by ERAC in support of deer management at Griffy and members brought the issue to the attention of mayoral candidates in interactions with them. ERAC continues to support a plan for deer management at Griffy Lake Nature Preserve.

**Griffy Lake Plant and Water Quality Data**
Monitoring of the water quality and plant life in Griffy Lake continued this year after the 2013 drawdown. Member Melissa Clark organized efforts to collect samples twice each month with her Indiana University students and BPR staff. Results continue to point toward a plant versus algal dominated lake. Other research performed by Clark's staff focused on specific plants growing in the lake. Vegetation surveys since the drawdown indicate that the population of the invasive plant, Eurasian watermilfoil has increased in size. The lake is being mapped in an effort to identify specific locations of the plant, so the spread can be tracked. The presence of Eurasian watermilfoil is expected to increase without control measures, impacting the diversity of the native plant populations in the lake. ERAC members will continue to aid in the discussion of possible action to control the spread of this invasive plant. Melissa Clark's research on the water quality and plant growth will continue into 2016.

**Adopt-an-Acre Program**
The Adopt-an-Acre program began in 2015 is modeled off of the successful Adopt-a-Trail program. There were five areas in Griffy Lake Nature Preserve opened for adoption by individuals or groups. An Indiana University human biology class helped create recruitment tools, press releases, and volunteer information. All areas were assigned to adoptees in the first recruitment. These volunteers, with the help of BPR staff, worked to remove invasive plants from their adopted areas and then monitored the area for new invasive plant growth. The program had great success this year and will continue with new sections opened for adoption. Current adoptees will have the option to expand their adopted areas, and new sections will be added to the program until all 1,200 acres of the preserve are adopted. With continued success and interest, the program will be expanded to other parks with natural areas to help prevent the spread of invasive plants and help protect native plant communities.

**Wapehani Mountain Bike Park**
Interest in the Weimer Lake dam, located in the park, grew this year after the Indiana Division of Water inspections determined it is a significant hazard dam. With the development of I-69 and the potential for increased development downstream, the dam could become a high hazard in the future. While funding was sought by BPR for a feasibility study, it was not obtained. The Utilities department may be able to fund a study on their own to determine the best course of action for the site. While the dam is managed by the Utilities department, the surrounding land is managed by BPR. ERAC members expressed interest in maintaining the water resource for recreation and wildlife. ERAC members will continue to stay updated on any developments and provide feedback on the impacts of the management options for this park.

**Winslow Woods Management Plan Development**
Throughout the year progress on the Winslow Woods Management Plan was shared with members. Natural Resources Vegetation Laborer, Jon Behrman worked on inventories in the park and Education Specialist, Josh Nickleson compiled tree mapping data from aerial photographs. A volunteer work day aided the removal of invasive plants. Regular monitoring for invasive plant detection and removal is included in the management plan. The plan includes goals for the property with collaboration from the gardens and the orchard. It will outline obstacles and threats to management goals, determine a course of action, and outline preferred management techniques. Implementation of the management plan will be followed by monitoring the impacts and successes of actions and this information will be used to direct future action. The focus will be on creating a resilient and healthy native plant community that supports wildlife as well as education and recreation opportunities for the public. A draft of the plan will be presented to ERAC by the end of winter.

**Environmental Education Efforts**
Members continue involvement in environmental education efforts. Member Cathy Meyer participated as an instructor in the Griffy Lake Nature Day program and the Leonard Springs Nature Day program. In addition, she continued worked on the Adopt-a-Stream program partnership. This program recruited seven volunteers to monitor stream sections on BPR and MCPR properties. The volunteers worked to keep streams clear of litter and updated staff on erosion and other issues. They were trained in Hoosier Riverwatch protocol and with provided equipment, they monitored their stream section for water quality and submitted data to a statewide database. The program will continue into 2016 with the same stream sections and may expand in 2017 to new streams.

**2016 Priorities**
Priorities for 2016 include deer management, Griffy Lake plant and water quality monitoring, trail development, and natural resource management plan development. Members will continue to be involved in gathering data and setting priorities in park management plan development. They will maintain their commitment to collecting and analyzing samples from Griffy Lake and will continue to provide input as BPR creates an integrated pest management plan. The expertise and advice this group provides to BPR is a valuable part of the staff's decision making process.