

1. 6:00 P.M. Redevelopment Commission Agenda

Documents:

[REDEVELOPMENT MEETING AGENDA 1.6.2026.PDF](#)
[REDEVELOPMENT MINUTES 12.2.2025.PDF](#)
[FUNDS.CLAIMS 01062026.PDF](#)
[PAY APP 1_SIGNED.PDF](#)
[PAY APP 2_SIGNED.PDF](#)
[TWG DECEMBER 2026.PDF](#)

1.1. 6:00 PM Redevelopment Commission Added Items

Documents:

[TWG CHARLESTOWN AGREEMENT 1.6.2026.PDF](#)



AGENDA
For the Regular Meeting of the
City of Charlestown

REDEVELOPMENT COMMISSION

Tuesday, January 6, 2026, at 6:00 P.M.
City Hall

304 Main Cross Street, Charlestown, IN 47111

Livestream Link – www.facebook.com/charlestown.in

**Charlestown
Redevelopment
Commission
Members:**

Mayor

Appointments:

Derek Coombs
(President)
(1/01/2024 –
12/31/2027)

Robert Brooks (Vice
President)
(1/01/2024 –
12/31/2027)

Benita Pate
(Secretary)
(1/01/2024 –
12/31/2027)

**Common Council
Appointments:**

Chuck Deaton
(1/01/2024 –
12/31/2027)

John Spencer
(1/01/2024 –
12/31/2027)

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call – Determination of a Quorum**
- 4. Nomination and Election of Officers**
 - a. President
 - b. Vice-President
 - c. Secretary
- 5. Approval of Minutes**
 - a. December 2, 2025 – Regular Meeting
- 6. Claims**
- 7. Public Comments**
- 8. Consultant Reports**
 - a. The Wheatley Group – TWG
- 9. Old Business**
- 10. New Business**
 - a. Discussion
 - b. Next Meeting February 5, 2026 @ 6PM (Thursday)
- 11. Adjournment**

The above Agenda items may not be all inclusive of items to be discussed.
View meeting videos and minutes at <https://www.cityofcharlestown.com/AgendaCenter>

Minutes

Redevelopment Commission

December 2, 2025

6:00 P.M.

THE REGULAR MEETING OF THE REDEVELOPMENT COMMISSION FOR THE CITY OF CHARLESTOWN WAS HELD ON TUESDAY, DECEMBER 2, 2025 IN THE CITY COUNCIL CHAMBERS AT CITY HALL.

Mr. Derek Coombs called the meeting to order at 6:02PM. Board members present in person: Mr. Derek Coombs, Ms. Benita Pate, Mr. John Spencer, and Mr. Robert Brooks, Mr. Chuck Deato was absent. Also present were Mayor Treva Hodges and Ms. Jill Saegesser with The Wheatley Group, LLC.

Minutes

Mr. Coombs indicated that the minutes from the Regular Session held on November 4, 2025, were distributed for review and inquired whether there were any questions or amendments. Mr. Spencer made a motion to approve the November 4, 2025, Regular Session minutes, seconded by Ms. Pate. Approved 4-0.

Claims

Mr. Coombs stated that the claims were provided prior to the meeting for review and asked if there were any questions related to the claims. Mr. Brooks made a motion to approve the claims as presented, seconded by Mr. Spencer. Approved 4-0.

Public Comment

None.

The Wheatley Group Report

Ms. Jill Saegesser with The Wheatley Group stated that her full report was included in the meeting packet and that she would highlight some projects within the report:

Shadow Lake Development – DCEC is working with the REMC to update plans and cost estimates.

Facade Program – Ms. Saegesser reached out to representatives from Superior Vault (500 Pike Street) and received clarification related to the additional work. Assistance has been requested to replace the older fencing and a landscaping plan. These improvements will put the total estimated project cost at \$24,687.75, which would allow the Commission to reimburse up to \$10,000 once the work is completed and the proper documentation has been submitted. Mr. Spencer made a motion to approve the updated scope of work for the facade at 500 Pike Street and to reimburse submitted expenses

once completed in the amount of \$10,000 or 50% of the final project cost, seconded by Mr. Brooks. Approved 4-0.

501 Market Street – American Structurepoint will schedule a final walk-through the week of December 2, 2025.

Springville Manor – The Commission’s legal counsel is working toward a resolution regarding several properties.

The Commons & Short Street Parklet – The financing closed on November 4, 2025, and the BOT Agreement was executed the same day. Final design should be completed by the end of 2025, with construction beginning in early 2026.

Comprehensive Plan – The comprehensive plan is in the final stages. A draft will be circulated to the steering committee prior to the final meeting during the first of December. The draft will then be finalized and submitted to the Plan Commission for approval in January of 2026.

The annual redevelopment spending plan was provided to the Clerk/Treasurer’s Office to be uploaded to the DLGF portal.

Old Business

New Business

Discussion of Donations – Gazebo and Charlestown Signage (Hwy 62/3) – Ms. Saegesser stated that the sign at the corner of Hwy 62 and Hwy 3 was damaged and removed as part of the INDOT work conducted at the intersection earlier this year. The City received several calls in response to the removal of the sign to donate materials toward the reconstruction of the new sign. The City is also received donated time related to the design of the sign – in the spirit of the Hwy 62/Hwy 3 intersection vision that was conducted in 2020. The City also received an offer to donate time and materials to assist in the refurbishment of the gazebo on the square. The Gazebo was addressed in the Short Street/Square Visioning project that was completed in the Spring of 2025.

2026 Meeting Schedule – Ms. Saegesser presented the proposed 2026 Redevelopment Commission meeting schedule for discussion. After some discussion, Mr. Spencer made a motion to approve the meeting schedule as presented with the exception of the February meeting, which will be held on February 5, 2026, seconded by Ms. Pate. Approved 4-0.

Discussion

Mr. Coombs asked if the Commission had any additional items to discuss.

Mr. Coombs acknowledged that the next meeting will be on January 6, 2026 at 6pm.

Accounts Payable Register

APV Register Batch - REDEVELOPMENT MEETING 01/06/2026

All History

Ordered By APV Number

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
12/16/2025	114191	A T & T UVERSE		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	FINAL BILL PUMP HOUSE PIKE ST	18.53	114191	12/16/2025	
12/16/2025	114196	O'REILLY AUTOMOTIVE INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	TROLLEY REPAIR	-24.01	60223	12/16/2025	
12/16/2025	114196	O'REILLY AUTOMOTIVE INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	TROLLEY REPAIR	17.64	60223	12/16/2025	
12/16/2025	114196	O'REILLY AUTOMOTIVE INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	TROLLEY REPAIR	211.78	60223	12/16/2025	
12/30/2025	114309	DUKE ENERGY		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	ELECTRIC 301 PIKE ST PUMP HOUSE	231.41	60281	12/30/2025	
01/06/2026	114314	HMB PROFESSIONAL ENGINEERS INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	MADISON ST RECONSTRUCTION PROJ#1427.00.071	13846.40	/ /		
01/06/2026	114314	HMB PROFESSIONAL ENGINEERS INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	GREEN ALLEY IMPROVEMENTS PROJ#1427.001	12554.70	/ /		
01/06/2026	114315	HANNUM WAGLE & CLINE ENGINEERING INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	FAP	975.00	/ /		
01/06/2026	114315	HANNUM WAGLE & CLINE ENGINEERING INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	RDC-2025 ONCALL	1450.54	/ /		
01/06/2026	114316	GM DEVELOPMENT COMPANIES LLC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	HERITAGE ENGINEERING FEES	33750.00	/ /		
01/06/2026	114316	GM DEVELOPMENT COMPANIES LLC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	MAC BUILDING DEPOSIT	42500.00	/ /		
01/06/2026	114317	WHEATLEY GROUP LLC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	DECEMBER 2025 SERVICES/ MEETING MINUTES	7600.00	/ /		
01/06/2026	114318	AMERICAN STRUCTUREPOINT INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	501 MARKET ST BLDG DEMO & PARKING LOT REHAB	17682.80	/ /		
01/06/2026	114319	CHARLESTOWN VOLUNTEER		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	FACADE IMPROVEMENT PROGRAM	1806.78	/ /		
01/06/2026	114320	UNITED CONSULTING ENGINEERS INC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	HIGH JACKSON ROAD ROUNDABOUT	2215.00	/ /		
01/06/2026	114321	BEST EQUIPMENT CO INC.		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	TROLLEY REPAIR	3844.27	/ /		
01/06/2025	114359	FROST BROWN TODD LLC		4445001490.000	TIF CENTRAL CHAS ECON DEV AREA	LEGAL SERVICES	772.50	/ /		

Accounts Payable Register

Date: 01/02/2026 08:23:48 AM

APVREGISTER.FRX

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
*** GRAND TOTAL ***							139453.34			

Installed by the CITY OF CHARLESTOWN-2012

Fund Report

Selected Funds

From 12/01/2025 Thru 12/31/2025

Grouped By Bank Number

Ordered By Fund Number

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
**Bank Number 0							
4445 TIF CENTRAL CHAS ECON DEV AREA	812276.20	2191530.12	1767150.34	387082.50	875761.73	26188.25	1236655.98
4446 TIF IN-AMERICAN ALLOCATION AREA	360390.39	446076.65	227324.51	356104.21	223038.32	0.00	579142.53
4447 TIF NORTH CLARK COMM HOSPITAL	3.12	0.00	0.00	3.12	0.00	0.00	3.12
4448 TIF RENAISSANCE PROJECT	268126.17	107090.04	0.00	321671.19	53545.02	0.00	375216.21
4449 REDEVEL DISTRICT CAPITAL FUND	0.00	2887190.94	152000.00	2765190.94	0.00	30000.00	2735190.94
4450 TIF SHADOW LAKE	2243.77	0.00	0.00	2243.77	0.00	0.00	2243.77
4451 TIF DEPOT STREET	0.00	9314.09	0.00	4657.05	4657.04	0.00	9314.09
SubTotal Bank Number 0	1443039.65	5641201.84	2146474.85	3836952.78	1157002.11	56188.25	4937766.64
**Bank Number 4							
3311 REDEV DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3321 REDEV BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SubTotal Bank Number 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Bank Number 11							
4417 REDEV BOND FOREST EDGE	29041.14	261.53	29302.67	0.00	0.00	0.00	0.00
SubTotal Bank Number 11	29041.14	261.53	29302.67	0.00	0.00	0.00	0.00
**Bank Number 19							
3324 REDEV LEASE RENTAL	35515.84	134373.35	124664.50	45224.69	0.00	0.00	45224.69
SubTotal Bank Number 19	35515.84	134373.35	124664.50	45224.69	0.00	0.00	45224.69
*** GRAND TOTAL ***	1507596.63	5775836.72	2300442.02	3882177.47	1157002.11	56188.25	4982991.33

Appropriation Report

Fund 4445 Thru 4451

Check Date From 12/01/2025 Thru 12/31/2025

Ordered By Appropriation

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
4445001490.000	TIF CENTRAL CHAS ECON DEV	0.00	0.00	0.00	0.00	0.00	26188.25	1767150.34	0.00	-1767150.34	-1767150.34	0.00%
4446001490.000	TIF IN AMERICAN ALLOC AREA	0.00	0.00	0.00	0.00	0.00	0.00	227324.51	0.00	-227324.51	-227324.51	0.00%
4447001490.000	TIF NORTH CLARK COMM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4448001490.000	TIF RENAISSANCE PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4449001990.000	REDEVEL DISTRICT CAPITAL	0.00	0.00	0.00	0.00	0.00	30000.00	152000.00	0.00	-152000.00	-152000.00	0.00%
4450001490.000	TIF SHADOW LAKE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4451001490.000	TIF DEPOT STREET	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
***	GRAND TOTAL ***	0.00	0.00	0.00	0.00	0.00	56188.25	2146474.85	0.00	-2146474.85	-2146474.85	n/a



CITY OF CHARLESTOWN
304 MAIN CROSS ST
CHARLESTOWN IN 47111-1230

Page: 1 of 2
Issue Date: Dec 04, 2025
Account Number: 146653114

Managing your AT&T bills, products, and services on the go? It's a snap with myAT&T. Go to att.com/myatt to sign in or sign up.

Total due
\$18.53

Past due: \$97.18
Total services: -\$78.65

Account summary

Your last bill	\$97.18
Past due	\$97.18

Service summary

Internet	Page 2	-\$78.65
Total services		-\$78.65

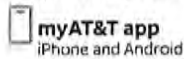
Total due

Please pay immediately

\$18.53

*Redevelopment
N. Schrimp
12-14-25*

Ways to pay and manage your account:



800.321.2000
TTY: 800.651.5111

Scan to pay



Return this portion with your check in the enclosed envelope. Payments may take 7 days to post

CITY OF CHARLESTOWN
304 MAIN CROSS ST
CHARLESTOWN IN 47111-1230

Total due: \$18.53

Past due: \$97.18 Total services: -\$78.65

Account number: 146653114

Please include account number on your check

Make check payable to:

AT&T
PO BOX 5014
CAROL STREAM, IL 60197-5014

CHECK FOR AUTOPAY
(SEE REVERSE)

410040150001466531148000000009718000000001853000002

Service activity

Internet

Activity since last bill	Nov 05 - Dec 04		
1. Internet 18 (Monthly Recurring Charge)	Nov 10 - Dec 04	-\$75.00	< Promotion removed on Nov 10 - partial month credit
Company fees & surcharges			
2. Cost Assessment Charge		-\$3.65	
Total for Internet		-\$78.65	

News you can use

Credit balance

If you have a credit balance on your final bill, the refund will be issued upon return of AT&T owned equipment. If you have any questions, please call AT&T at 888.288.8339.

Return of equipment

Unless AT&T has agreed to allow another party to assume responsibility for your service, you must return all AT&T owned equipment within 21 calendar days from the disconnect date to avoid being assessed a fee for each unreturned piece of equipment. An itemized list with return instructions was sent to you. Return instructions also available at att.com/equipmentreturns

Payment fee update

Beginning in 2025, a 2-3% processing fee will be added when using a credit card to make one-time payments. If you prefer to avoid paying the credit card processing fee, you can use one of the following payment methods: Debit Cards, ACH Transfers, Electronic Funds Transfers (EFT), Checks. If you prefer using a credit card, no action is required. We will process payment as usual, but with the added 2-3% processing fee.

Explore AT&T's Products and Services!

Thank you for being a valued customer. Discover our wide range of products and services designed to enhance your experience. Visit us at <https://www.att.com/deals> to find the perfect solutions for your needs.

Important information

Late payment fee

A late payment fee of up to \$6.25 will be assessed if payment is not received on or before the due date.

Electronic check conversion

Paying by check authorizes AT&T to use the information from your check to make a one-time electronic fund transfer from your account. Funds may

be withdrawn from your account as soon as your payment is received. If we cannot process the transaction electronically, you authorize AT&T to present an image copy of your check for payment. Your original check will be destroyed once processed. If your check is returned unpaid you agree to pay such fees as identified in the terms and conditions of your agreement, up to \$30. Returned checks may be presented electronically. If you want to save time and stamps, sign up for AutoPay at att.com/autopay using your checking account. It's easy, secure, and convenient!

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Printed on Recyclable Paper

Date

Bank Account Holder Signature

AutoPay enrollment
 If I enroll in AutoPay, I authorize AT&T to pay my bill monthly by electronically deducting money from my bank account. I can cancel authorization by notifying AT&T at www.att.com or by calling the customer care number listed on my bill. Your enrollment could take 1-2 billing cycles for AutoPay to take effect. Continue to submit payment until page one of your invoice reflects that AutoPay has been scheduled.



DEDICATED TO THE PROFESSIONAL

P.O. BOX 9464
SPRINGFIELD, MO 65801-9464
Accts. Receivable Fax (417) 874-7242
Accts. Receivable Email: arremmit@oreillyauto.com

FOR STATEMENT QUESTIONS, PLEASE CALL ACCOUNTING AT 417-829-5818

SEQ5054566
CITY OF CHARLESTOWN

304 MAIN CROSS ST
CHARLESTOWN, IN 47111-1230

CUSTOMER NO: 640792
STATEMENT DATE: 11/28/25
STORE #: 1679

BEG. BALANCE \$ 75.87
PAYMENTS \$ -75.87
PURCH./CR./ADJ. \$ 326.30
END. BALANCE \$ 326.30

*Reduce Mail Time!
Receive your statements by email
Sign up by emailing
arautomated@oreillyauto.com*

Current	1-30 Days	31-60 Days	61-90 Days	91 Days or more	Total Amount Due
\$326.30	\$0.00	\$0.00	\$0.00	\$0.00	\$ 326.30

DATE	TRANS #	PO #	DESCRIPTION	INV AMOUNT	OPEN AMOUNT
11/07/25	1679147038	colorado			
11/10/25	1679147269		tony jackson	40.95	40.95
11/13/25	059971		tony jackson	79.94	79.94
11/14/25	1679147570	trolley	Payment Received and Applied	-75.87	.00
11/14/25	1679147595		jason	211.78	211.78
11/21/25	1679148149		jason	-24.01	-24.01
			jason	17.64	17.64
			TOTAL:		\$ 326.30

Redev. Trolley \$205.41

PL+EN Vehicle maint \$120.89
Keep this portion for your records.

Smiles



DEDICATED TO THE PROFESSIONAL

Store 1679, 9451 COUNTY ROAD 403,
CHARLESTOWN, IN 47111 (812) 256-3189

Bill To:

CHARLESTOWN CITY OF
304 MAIN CROSS ST

CHARLESTOWN, IN 47111
(812) 256-7126

Invoice	1679-148149
Sale Type	CHARGE SALE
Date	11/21/2025 9:06 AM
Ship Via	
PO Number	

Counter #	Customer #	Ordered By	Special Instructions
672807	640792	jason	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
2	SYL	90LLBP	MINI BULB	1Y	BP	N	18.63	8.82	17.64

DC or Hub Pickup

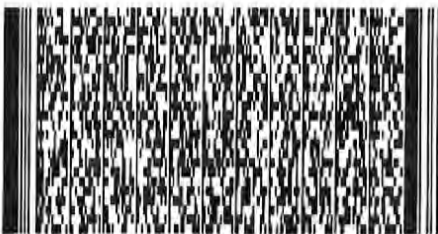
This item has been ordered:

1 from HUB STORE 1373 CLARKSVILLE IN

Estimated In Store 11/21/2025 12:50 PM

2 Items

Visit Mitchell1.com to find industry leading shop management solutions!



x 
Customer Signature



Sub-Total	17.64
Sales Tax	0.00
Total	17.64

WWW.OREILLYPRO.COM

Warranty/Garantia: www.oreillypro.com/warranty

Trolley.

WE APPRECIATE YOUR BUSINESS!

1679WS186 Remit To: PO BOX 9464, SPRINGFIELD, MO 65801-9464



DEDICATED TO THE PROFESSIONAL

Store 1679, 9451 COUNTY ROAD 403,
CHARLESTOWN, IN 47111 (812) 256-3189

Bill To:

CHARLESTOWN CITY OF
304 MAIN CROSS ST

CHARLESTOWN, IN 47111
(812) 256-7126

Invoice	1679-147595
Sale Type	CREDIT TO ACCOUNT
Date	11/14/2025 1:51 PM
Ship Via	
PO Number	

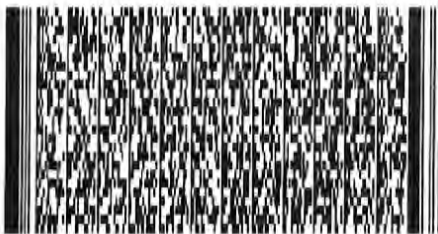
Counter #	Customer #	Ordered By	Special Instructions
868562	640792	jason	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	WIL	91-01-4313	Core Return		EA	N		-40.00	-40.00
			<i>Core Return. Original Invoice: 1679-147570, 11/14/2025, PO: trolley</i>						
1	PFM	W9383	FLDNG KNIFE	1Y	EA	N	27.10	15.99	15.99

2 Items

Trolley

Power Torque Tools, engineered for the Professional technician.



Sub-Total	-24.01
Sales Tax	0.00
Total	-24.01

X _____
Customer Signature



WWW.OREILLYPRO.COM

Warranty/Garantia: www.oreillypro.com/warranty

WE APPRECIATE YOUR BUSINESS!

1679WS186 Remit To: PO BOX 9464, SPRINGFIELD, MO 65801-9464



DEDICATED TO THE PROFESSIONAL

Store 1679, 9451 COUNTY ROAD 403,
CHARLESTOWN, IN 47111 (812) 256-3189

Bill To:

CHARLESTOWN CITY OF
304 MAIN CROSS ST

CHARLESTOWN, IN 47111
(812) 256-7126

Invoice	1679-147570
Sale Type	CHARGE SALE
Date	11/14/2025 11:04 AM
Ship Via	
PO Number	trolley

Counter #	Customer #	Ordered By	Special Instructions
821299	640792	jason	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	WIL	91-01-4313	STARTER	1Y	EA	N	344.05	171.78	171.78
			<i>DC or Hub Pickup</i>						
		91-01-4313	Core Charge		EA	N		40.00	40.00

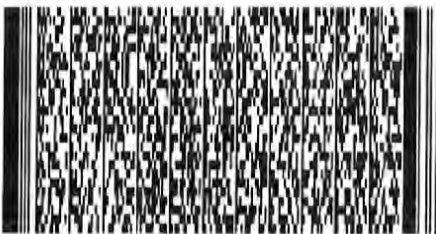
1 Item

Trolley

Power Torque Tools, engineered for the Professional technician.

Sub-Total	211.78
Sales Tax	0.00
Total	211.78

X _____
Customer Signature



WWW.OREILLYPRO.COM

Warranty/Garantia: www.oreillypro.com/warranty

WE APPRECIATE YOUR BUSINESS!

1679WS183 Remit To: PO BOX 9464, SPRINGFIELD, MO 65801-9464



duke-energy.com
800.774.1202

Service address
CITY OF CHARLESTOWN
301 PIKE ST
CHARLESTOWN IN 47111

Bill date Dec 10, 2025
For service Nov 9 - Dec 8
30 days

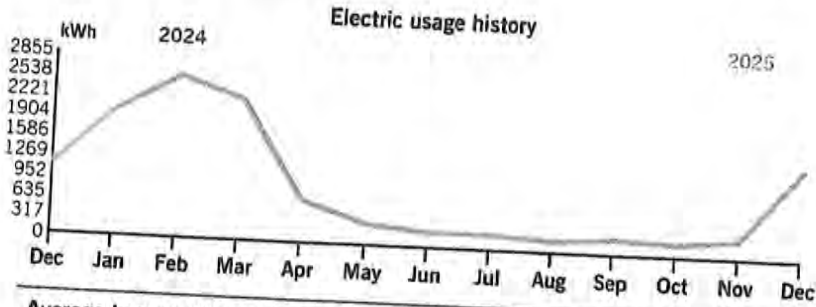
Account number 9101 2069 1268

Previous Amount Due	\$64.00
Payment Received Dec 01	-64.00
Current Electric Charges	231.41
Total Amount Due Dec 31	\$231.41



Thank you for your payment.

We can help your business save energy and money. Get deals on energy-efficient items at our Business Savings Store. Plus, enjoy FREE SHIPPING on orders more than \$49. Shop now at duke-energy.com/BizDeals



Redevelopment

#4445

DMiles

Average temperature in degrees

40°	29°	38°	51°	59°	64°	70°	81°	75°	71°	60°	47°	42°
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	Current Month	Dec 2024	12-Month Usage	Avg Monthly Usage
Electric (kWh)	1,418	1,099	10,608	884
12-month usage based on most recent history				

Current electric usage for meter number 321725495

Actual reading on Dec 8	92285
Previous reading on Nov 9	- 90867
Energy Used	1,418 kWh
Billed kWh	1,418.000 kWh



A kilowatt-hour (kWh) is a measure of the energy used by a 1,000-watt appliance in one hour. A 10-watt LED lightbulb would take 100 hours to use 1 kWh.

Mail your payment at least 7 days before the due date or pay instantly at duke-energy.com/billing. Late payments are subject to a 3.0% late charge.



Billing details - Electric: continued

Billing Period - Nov 09 25 to Dec 08 25	
Meter - 321725495	
Connection Charge	\$13.91
Energy Charge	
300.000 kWh @ \$0.17861200	53.58
Energy Charge	
700.000 kWh @ \$0.16567700	115.97
Energy Charge	
418.000 kWh @ \$0.15051700	62.92
Rider No. 60 Fuel Cost Adjustment	
1,418.000 kWh @ \$0.00037200	0.53
Rider No. 62 Environmental Compliance Adjustment	
1,418.000 kWh @ \$-0.00200600	-2.84
Rider No. 65 Trans and Distrib Infrastructure Improvement Cost Rate Adj	
1,418.000 kWh @ \$0.00187400	2.66
Rider No. 66 Energy Efficiency Revenue Adjustment	
1,418.000 kWh @ \$0.00166900	2.37
Rider No. 67 Credits Adjustment	
1,418.000 kWh @ \$-0.01323200	-18.76
Rider No. 68 Regional Transmission Operator (RTO) Non-Fuel Costs and Revenue Adj	
1,418.000 kWh @ \$-0.00007300	-0.10
Rider No. 70 Reliability Adjustment	
1,418.000 kWh @ \$0.00101000	1.43
Rider No. 73 Renewable Energy Project Revenue Adjustment	
1,418.000 kWh @ \$0.00002700	0.04
Rider No. 74 Load Control Adj Rider	
1,418.000 kWh @ \$-0.00021500	-0.30
Total Current Charges	\$231.41

Your current rate is Commercial Service (CS).

For a complete listing of all Indiana rates and riders, visit duke-energy.com/rates

ib.ded.duke.bills.20251209221631.26.a.jp-777-000000011



Accounts Payable Voucher

VOUCHER NO. 114314

WARRANT NO.

DATE ALLOWED 01/06/2026
Mo. Day Yr.

IN THE SUM OF \$ 26401.10

CITY OF CHARLESTOWN

An invoice or bill to be properly itemized must show: kind of service, where performed, dates service rendered, by whom, rates per day, number of hours, rate per hour, number of units, price per unit, etc.

Payee

778 HMB PROFESSIONAL ENGINEERS INC 3 HMB CIRCLE FRANKFORT KY 40601	Terms Date Due 01/06/2026
---	---------------------------------------

V	W
#	#
1	
1	
4	
3	
1	
4	

INVOICE DATE	INVOICE NUMBER	APPROP NUMBER	PROJECT	PO NUMBER	DESCRIPTION (or note attached invoice(s) or bill(s))	AMOUNT
11/21/2025	1427-0105	4445001490.000			GREEN ALLEY IMPROVEMENTS PROJ#1427.001	12554.70
11/21/2025	12	4445001490.000			MADISON ST RECONSTRUCTION PROJ#1427.00.071	13846.40

TOTAL 26401.10

CITY OF CHARLESTOWN	
Favor Of HMB PROFESSIONAL ENGINEERS INC	
Total Amount of Voucher	\$ 26401.10
Deductions	_____
_____	_____
_____	_____
Total Amount of Warrant	\$.
Month of _____, _____	_____

VOUCHER RECORD	ACCT #		
Total			

I hereby certify that the attached invoice(s), or bill(s), is (are) true and correct and that the materials or services itemized thereon for which charge is made were ordered and received except

Mo. Day Yr.	Signature	Officer/Title
<u>12-30-25</u>		CLERK TREASURER
Mo. Day Yr.	Signature	Officer/Title

I hereby certify that the attached invoice(s), or bill(s), is (are) true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Board/Council Members

HMB PROFESSIONAL ENGINEERS, LLC.
3 HMB CIRCLE
FRANKFORT, KY 40601
(502) 695-9800

STATEMENT OF ENGINEERING SERVICES

Charlestown Redevelopment Commission
Mr. Derek Coombs, President
304 Main Cross Street
Charlestown, IN 47111

Charlestown Redevelopment Commission
Green Alley Improvements
HMB Project No. 1427.001
November 21, 2025
Invoice No. 1427-0105

Scope of Services

Professional Services related to Charlestown Redevelopment Commission, Green Alley Improvements.

<u>Green Alley Improvements</u>	<u>FEE</u>	<u>PERCENT COMPLETE</u>	<u>AMOUNT EARNED</u>	<u>PREVIOUSLY INVOICED</u>	<u>AMOUNT DUE THIS INVOICE</u>
Design Service (Curb&Gutter,No Sidewalk)	\$51,047.00	100.00%	\$51,047.00	\$51,047.00	\$0.00
Bidding Services	\$7,235.00	100.00%	\$7,235.00	\$7,235.00	\$0.00
Engineering during Construction	\$12,637.00	40.00%	\$5,054.80	\$0.00	\$5,054.80
CCMG Coordination (Hourly not to Exceed)	\$5,000.00	0.00%	\$ 3,557.50	\$0.00	\$3,557.50
Construction Observation (Part-Time)	\$9,856.00	40.00%	\$3,942.40	\$0.00	\$3,942.40
Total	\$85,775.00		\$70,836.70	\$58,282.00	\$12,554.70

TOTAL AMOUNT DUE (Payable Upon Receipt)

\$12,554.70

Remit Payment To:
HMB Professional Engineers, LLC.
3 HMB Circle
Frankfort, KY 40601

Juan Lopez
12/29/2025
Redevelopment

Internal Use Only:

	<u>CCMG Coordination (phase 314)</u>		
Funding Specialist	\$ 200.00		\$ -
Sr. Design Engineer	\$ 245.00	4.0	\$ 980.00
Design Engineer	\$ 175.00	0.0	\$ -
EIT	\$ 115.00	8.5	\$ 977.50
FPBH, Inc			<u>\$1,600.00</u>
Rdwy Subtotal		<u>12.5</u>	<u>\$3,557.50</u>

HMB PROFESSIONAL ENGINEERS, LLC.
3 HMB CIRCLE
FRANKFORT, KY 40601
(502) 695-9800

STATEMENT OF ENGINEERING SERVICES

Charlestown Redevelopment Commission
 Mr. Derek Coombs, President
 304 Main Cross Street
 Charlestown, IN 47111

Charlestown Redevelopment Commission
Madison Street Reconstruction
 HMB Project No. 1427.00.071
 November 21, 2025
 Invoice No. 12

Scope of Services

Professional Services related to Charlestown Redevelopment Commission, Madison Street Reconstruction Project.

<u>Madison Street Reconstruction</u>	<u>FEE</u>	<u>PERCENT COMPLETE</u>	<u>AMOUNT EARNED</u>	<u>PREVIOUSLY INVOICED</u>	<u>AMOUNT DUE THIS INVOICE</u>
Survey & R/W Engineering	\$12,000.00	100.00%	\$12,000.00	\$12,000.00	\$0.00
Design	\$35,865.00	100.00%	\$35,865.00	\$35,865.00	\$0.00
Advertising & Bidding	\$6,308.00	100.00%	\$6,308.00	\$6,308.00	\$0.00
Construction Administration	\$10,826.00	40.00%	\$4,330.40	\$0.00	\$4,330.40
Construction Observation	\$23,790.00	40.00%	\$9,516.00	\$0.00	\$9,516.00
Total	\$88,789.00		\$68,019.40	\$54,173.00	\$13,846.40
<u>Green Alley Reconstruction</u>	<u>FEE</u>	<u>PERCENT COMPLETE</u>	<u>AMOUNT EARNED</u>	<u>PREVIOUSLY INVOICED</u>	<u>AMOUNT DUE THIS INVOICE</u>
Survey	\$15,100.00	100.00%	\$15,100.00	\$15,100.00	\$0.00
Total	\$15,100.00		\$15,100.00	\$15,100.00	\$0.00
TOTAL AMOUNT DUE (Payable Upon Receipt)					\$13,846.40

Remit Payment To:
 HMB Professional Engineers, LLC.
 3 HMB Circle
 Frankfort, KY 40601

Internal Use Only:	KYSY 1427.070	\$0.00	INHW 1427.000	\$13,846.40
	KYSY 1427.071	\$0.00		

Derek Coombs
 12/29/2025
Madison Street



Confidence in the built environment.

15075 Allisonville Rd.
Noblesville, IN 46060

hwceengineering.com

Please note our remittance address for check payments has changed to: 15075 Allisonville Rd., Noblesville, IN 46060

City of Charlestown, Indiana
304 Main Cross Street
Charlestown, IN 47111

November 24, 2025
Invoice No: 2025-014-S - 0000009

Project 2025-014-S Charlestown RDC- 2025 OnCall
EMAIL invoice to Deputy Clerk-Tres at <Deborah.Miles@CityofCharlestown.com>; Donna CT
<Donna.Coomer@CityofCharlestown.com>

Professional Services from October 27, 2025 to November 23, 2025

Phase	51	Little League Parking Lot
Task	511	Bidding- NTE

Professional Personnel

	Hours	Rate	Amount
Sr Project Manager	.50	210.00	105.00
Construction Inspector II	11.00	110.00	1,210.00
Totals	11.50		1,315.00
Total Labor			1,315.00

Reimbursable Expenses

Travel & Lodging			135.54
Total Reimbursables			135.54

Total this Task \$1,450.54

Total this Phase \$1,450.54

TOTAL THIS INVOICE \$1,450.54

Outstanding Invoices

Number	Date	Balance
0000008	10/27/2025	646.68
Total		646.68

Billings to Date

	Current	Prior	Total
Labor	1,315.00	29,701.25	31,016.25
Expense	135.54	443.34	578.88
Totals	1,450.54	30,144.59	31,595.13

*John H. by
12/04/2025
Receivable*



Confidence in the built environment.

15075 Allisonville Rd.
Noblesville, IN 46060

hwcengineering.com

City of Charlestown, IN.
304 Main Cross
Charlestown, IN 47111

November 23, 2025

Invoice No: 2502-341-A - 0000001

Project 2502-341-A Charlestown-Family Activities Park

Professional Services from October 27, 2025 to November 23, 2025

Phase 20 Construction Documents*LS

Fee

Total Fee 12,500.00

Percent Complete

7.80 Total Earned 975.00

Previous Fee Billing 0.00

Current Fee Billing 975.00

Total Fee 975.00

Billing Limits

Total Billings

Current Prior To-Date

Limit

975.00 0.00 975.00

Remaining

12,500.00

11,525.00

Total this Phase 975.00

TOTAL THIS INVOICE 975.00

Please note our remittance address for check payments has changed to: 15075 Allisonville Rd., Noblesville, IN 46060

Billings to Date

Fee

Current Prior Total

975.00 0.00 975.00

Totals

975.00 0.00 975.00

*June Hoops
12/29/2025
Redevelopment*

GM Development Companies LLC
8561 N 175 E
Springport, IN 47386
Tel 317-417-5094



INVOICE #CTWNCOMMONS02

12.18.2025

MAIL TO:

GM Development Companies LLC
Attn: Greg Martz
8561 N 175 E
Springport, IN 47386

PROJECT	DESCRIPTION	TOTAL
Charlestown Commons	Engineering Fees - Heritage	\$33,750.00
	Building Deposit - MAC	\$42,500.00
	TOTAL:	\$76,250.00

Tina Nicks
12/29/2025
Redevelopment


Disbursement Request

The undersigned hereby states and certifies that:

- (a) he is the sole Member of GM Development Companies LLC (the "Developer"), and, as such, is: (i) familiar with the facts herein certified; and (ii) authorized to make the certifications set forth herein;
- (b) pursuant to the "BOT Agreement" executed by and between Developer and City of Charlestown Redevelopment Commission (the "City"), the undersigned hereby requests that the City disburse transaction proceeds to the payees set forth on the attached Schedule 1 the amounts set forth on Schedule 1 for the purposes set forth on Schedule 1;
- (c) all amounts being paid pursuant to Schedule 1 are Project Costs;
- (d) the Project Costs being paid pursuant to Schedule 1 have not been paid previously with a disbursement of transaction proceeds;
- (e) no Event of Default by Developer has occurred and is continuing under the BOT Agreement; and
- (f) this statement constitutes the approval of Developer of each disbursement hereby requested.

All capitalized terms used but not defined in this request shall have the meanings ascribed to such terms in the BOT Agreement.

GM Development Companies LLC

By: 
Gregory W. Martz, Sole Member

Schedule 1

PROJECT FUND DISBURSEMENTS

<u>Item Number</u>	<u>Payee Name and Address</u>	<u>Purpose of Obligation</u>	<u>Amount</u>
1	GM Development Companies LLC 8561 N. County Road 175 E. Springport, IN 47386	Engineering/Construction	\$76,250.00



642 S. Fourth Street, Suite 100
 Louisville, KY 40202
 502-562-1412 812-280-8201

GM Development Companies LLC
 Greg Martz
 8561 N 175 E
 Springport, IN 47386

Invoice number 25045-02
 Date 12/10/2025

Project 25045 The Commons BOT -
 Charlestown, IN

For Professional Services Rendered Through November 30, 2025

• 75% Plans

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Current Billed
CONSTRUCTION PLANS	60,000.00	75.00	30,000.00	45,000.00	15,000.00	15,000.00
STRUCTURAL DESIGN	15,000.00	75.00	0.00	11,250.00	3,750.00	11,250.00
SWITCHBACK RAMP	10,000.00	75.00	0.00	7,500.00	2,500.00	7,500.00
DSDC	25,000.00	0.00	0.00	0.00	25,000.00	0.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00	0.00
	Total	110,000.00	30,000.00	63,750.00	46,250.00	33,750.00

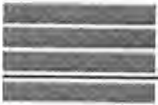
Invoice total **\$33,750.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25045-01	11/10/2025	30,000.00		30,000.00			
25045-02	12/10/2025	33,750.00	33,750.00				
	Total	63,750.00	33,750.00	30,000.00	0.00	0.00	0.00

Approved by:

Scott W. Hannah



MAC
Construction & Excavating, Inc.

INVOICE # 15150

PO Box 6787 New Albany, IN 47151-6787 812-941-7895

Date: 12/16/25

Due Date: 01/15/26

Payment Terms: Net 30 Days

To : **City of Charlestown**
304 Main Cross Street
Charlestown, IN 47111

Contract Item	Quantity	Unit Price	Amount
Romtec Deposit	1	LS \$	42,500.00

Total Due This \$ 42,500.00



THE WHEATLEY GROUP
ECONOMIC DEVELOPMENT STRATEGY SPECIALISTS

The Wheatley Group

BILL TO
Donna Coomer
City of Charlestown
304 Main Cross Street
Charlestown, IN 47111

INVOICE 2244
DATE 12/29/2025

DATE	DESCRIPTION	AMOUNT
12/01/2025	December 2025 Services	7,500.00
12/02/2025	December 2, 2025 Meeting Minutes	100.00
BALANCE DUE		\$7,600.00

*June Hoyle
12/29/2025
Redevelopment*

The Wheatley Group
5150 Charlestown Rd, Suite 1A
New Albany, IN 47150

Tax ID Number
47-2781420
Page 1 of 1



AMERICAN
STRUCTUREPOINT
INC.

Remit to:
9025 River Road Suite 200
Indianapolis, IN 46240-6443
TEL 317.547.5580 FAX 317.543.0270
www.structurepoint.com
Federal Tax ID: 35-1127317

December 9, 2025
Invoice No: 198667

Sum 16/8
12/29/2025
Redevelopment

Mr. Derek Coombs
Charlestown Redevelopment Commission
304 Main Cross Street
Charlestown, IN 47111

Total Due This Invoice (see breakdown below): \$17,682.80

Project 0002025.00014.0001 Charlestown 501 Market Street Building Demolition & Parking Lot Rehab
501 Market St.
Charlestown, IN 47111

Phase 00300 Demolition/Construction Phase & Closeout

Fee

Phase	Percent Fee Complete	Fee Earned	Prior Billing	Current Fee
Total Fee	5,420.00 75.00	4,065.00	0.00	4,065.00
Total Fee				4,065.00
TOTAL THIS PHASE:				\$4,065.00

Phase 00400 Construction Inspection and Observation

Professional Services

	Hours	Rate	Amount
Construction Inspector	30.00	140.00	4,200.00
Resident Project Representative	52.00	175.00	9,100.00
Totals	82.00		13,300.00
Professional Services Total			13,300.00

Reimbursable Expenses

Mileage	317.80
Reimbursables Total	317.80 317.80

Billing Limits

	Current	Previous	Total
Total Billings	13,617.80	0.00	13,617.80
Maximum			14,440.00
Under Maximum			822.20

Full payment of this invoice is due within 30 days from invoice date.
Interest at the rate of 1.5% per month (\$25.00/month minimum) plus any/all collection costs/attorney costs may be charged if payment is not received within 60 days from the invoice date.

Project	0002025.00014.0001	Charlestown 501 Market Street	Invoice	198667
			TOTAL THIS PHASE:	\$13,617.80
			TOTAL DUE THIS INVOICE	\$17,682.80

Very truly yours,

Thomas Leahy

Full payment of this invoice is due within 30 days from invoice date.
Interest at the rate of 1.5% per month (\$25.00/month minimum) plus any/all collection
costs/attorney costs may be charged if payment is not received within 60 days from the invoice date.



THE WHEATLEY GROUP

December 29, 2025

Mr. Derek Coombs
President Charlestown Redevelopment Commission
304 Main Cross Street
Charlestown, IN 47111

RE: Charlestown Façade Improvement Program Reimbursement
Charlestown VFD 800 Park Street – Reimbursement Request

Mr. Coombs,

On August 18, 2025, the Charlestown Volunteer Fire Department (VFD) submitted a façade application for consideration for improvements at 800 Park Street. The application was presented to the Redevelopment Commission at the September 2, 2025, meeting and was approved. The Charlestown VFD requested funds to replace 4 fabric awnings with metal awnings.

Based upon the application and estimates presented, the Commission approved a total project cost of \$3,592.00, of which no more than \$1,796.00 or 50% of the approved cost, whichever is less, would be reimbursed by the Commission.

The Charlestown VFD provided evidence that the work has been completed and submitted the appropriate invoices and evidence of payment in the amount of \$3,613.56, which is \$21.56 more than the estimate provided in the application. I have compared receipts and documentation submitted with the work proposed in the original façade application and recommend that the Commission reimburse the Charlestown Volunteer Fire Department, in the amount of \$1,806.78, which is the maximum reimbursement allowed by Commission policy. The related invoices, proof of payment and photos of the improvements are attached for your information.

If you should have any questions or require additional information, please don't hesitate to contact me at (812)920-4543.

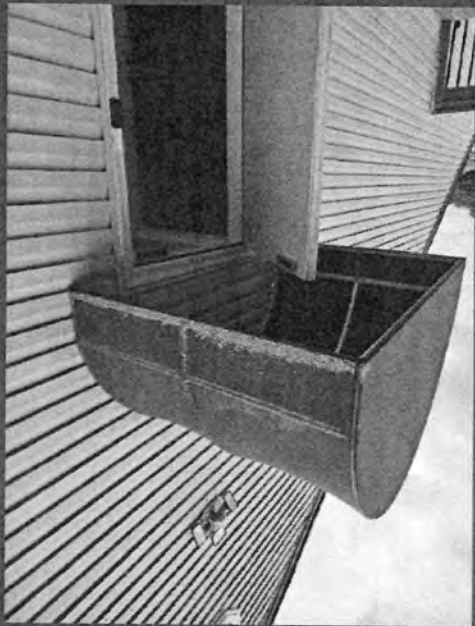
Sincerely,

Jill S. Saegesser
Vice President of Economic Development

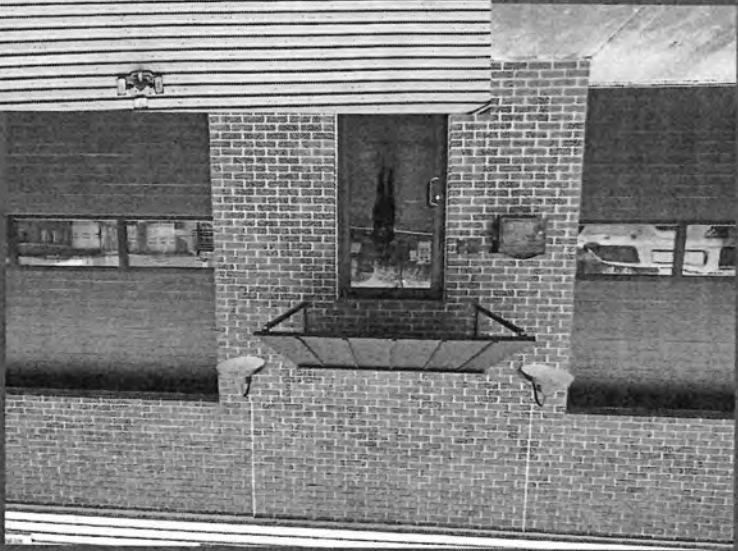
cc: Deborah Miles, Clerk/Treasurer's Office

Jill S. Saegesser
12/29/2025
Redevelopment

800 Park Street



Before



After

Home Builders Plus LLC

Check Date Dec 11, 2025
Check Amount \$1,200.00

Invoice	Date	Discount Taken	Amount Paid	Quantity	Description
			1,200.00		Invoice 186721 Facade Grant City of Charlestown Awnings Station 1 and Station 3 (4) Awnings

SECURITY FEATURES INCLUDE FROST WATER MARK PAPER HEAT SENSITIVE ICON AND FOIL HOLOGRAM



**CHARLESTOWN VOLUNTEER
FIRE DEPARTMENT, INC.**
TAX NO. 736531-04
P.O. BOX 235 800 PARK ST. 812-256-6202
CHARLESTOWN, IN 47111

THE NEW WASHINGTON STATE BANK
CHARLESTOWN, IN 47111
71-865/830

14869

DATE
Dec 11, 2025

Memo: Invoice 186721

AMOUNT
\$ 1,200.00

One Thousand Two Hundred and 00/100 Dollars

PAY TO THE ORDER OF:
Home Builders Plus LLC
132 Second Street
Charlestown, IN 47111



[Handwritten Signature]

AUTHORIZED SIGNATURE

⑈014869⑈ ⑆083008650⑆

611 762 711

FD (Printed on Demand) Charlestown, Indiana (Facsimile)

Home Builders Plus LLC
132 2nd st
Charlestown IN 47111

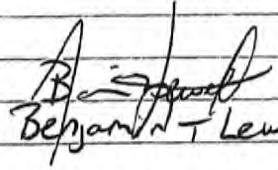
INVOICE NO. 186721

Invoice

SOLD TO Firehouse Station #1 & Station #3		SHIPPED TO		VIA
ADDRESS 800 Park st		ADDRESS		
CITY, STATE, ZIP Charlestown IN 47111		CITY, STATE, ZIP		
CUSTOMER ORDER NO.	SOLD BY	TERMS	F.O.B.	DATE 12-11-2025

- Assemble (4) 5'8" Awnings
- Remove 3 Existing Awnings (station #1)
- Install 3 Awnings (station #1)
- Instal 1 Awing (station #3)

RECEIVED \$1200
DEC 11 2025

Signed: 
Benjamin T. Lewellen



SIGN IN TO TRACK REWARDS AND MANAGE ACCOUNT

LOWE'S HOME CENTERS, LLC
1950 VETERANS PARKWAY
CLARKSVILLE, IN 47129 (812) 258-3100

- SALE -

SALES#: S2542BTA 4857576 TRANS#: 438965779 10-23-25

1165676 HOUSTONIAN AWNING	2413.56
635.15 DISCOUNT EACH	-31.76
4 @ 603.39	
143534 SHIPPING CHARGE	0.00
ITEMS SHIPPING FREE WITH MYLOWE'S PRO REWARDS	

ORDER#: 202542296251554984

SUBTOTAL:	2413.56
TOTAL TAX:	0.00
INVOICE 77565 TOTAL:	2413.56
LAR:	2413.56

TOTAL SAVINGS THIS TRIP: \$127.04

LAR: XXXXXXXXXXXX0094 AMOUNT: 2413.56 AUTHCD: 001518
KEYED REFID:775650 10/23/25 14:24:58
ACCOUNT NAME: CHARLESTOWN VOL FIRE DEPT
AUTH BUYER: HEAL ANDRE

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION
DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS



8440 Allison Pointe Blvd., Suite 200
 Indianapolis, Indiana 46250
 Bus. (317) 895-2585
 Fax (317) 895-2596

Charlestown, City of
 Derek Coombs
 304 Main Cross Street
 Charlestown, IN 47111

Jana Hodge
 12/15/2025
 Redevelopment

Invoice number 24415-12
 Date 12/10/2025
 Project 24-415 High Jackson Road Roundabout

For Professional Services rendered after October 31, 2025 through November 28, 2025

Email Invoice

High Jackson Road Roundabout
 Original Agreement, dated 12/03/2024 = \$333,300.00

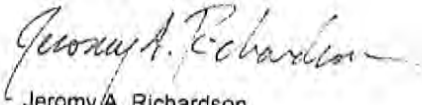
Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Phase I					
Design Survey	29,500.00	100.00	29,500.00	29,500.00	0.00
State Environ. Doc. (0%-50%)	6,000.00	100.00	6,000.00	6,000.00	0.00
Road Design & Plans (0%-50%)	97,600.00	100.00	97,600.00	97,600.00	0.00
Utility Coord. (0%-50%)	17,400.00	80.00	12,180.00	13,920.00	1,740.00
Subtotal	150,500.00	97.69	145,280.00	147,020.00	1,740.00
Phase II					
State Environ. Doc. (50%-100%)	6,000.00	87.73	4,789.00	5,264.00	475.00
Geotechnical Investigation	15,100.00	0.00	0.00	0.00	0.00
CSG Permit	8,900.00	0.00	0.00	0.00	0.00
Road Design & Plans (50%-90%)	78,000.00	0.00	0.00	0.00	0.00
Lighting Design & Plans (0%-90%)	11,300.00	0.00	0.00	0.00	0.00
Utility Coord. (50%-90%)	13,900.00	0.00	0.00	0.00	0.00
Subtotal	133,200.00	3.95	4,789.00	5,264.00	475.00
Phase III					
Road Design & Plans (90%-100%)	19,500.00	0.00	0.00	0.00	0.00
Lighting Design & Plans (90%-100%)	1,300.00	0.00	0.00	0.00	0.00
Utility Coord. (90%-100%)	3,400.00	0.00	0.00	0.00	0.00
Bidding Services	10,300.00	0.00	0.00	0.00	0.00
Post-Bid Services	15,100.00	0.00	0.00	0.00	0.00
Subtotal	49,600.00	0.00	0.00	0.00	0.00
Total	333,300.00	45.69	150,069.00	152,284.00	2,215.00

Invoice total **2,215.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
24415-11	11/12/2025	2,740.00	2,740.00				
	Total	2,740.00	2,740.00	0.00	0.00	0.00	0.00

Approved by:



Jeremy A. Richardson
Manager Road Department

Remit To:
BEST
 EQUIPMENT CO.
 BEST EQUIPMENT CO., INC
 5550 POINDEXTER DR
 INDIANAPOLIS, IN 46235-9041



Service Invoice

Invoice Number: **PSI016467**

Invoice Date: **12/05/25**

Due Date: **01/04/26**

800-372-2378

PLEASE INSPECT PROMPTLY.
 ALL RETURNS SUBJECT TO A 25% RESTOCKING FEE & FREIGHT CHARGES.
 NO RETURNS ON ELECTRICAL ITEMS.
 NO RETURNS AFTER 30 DAYS.
 ANY INVOICE PAID AFTER THE INVOICE DUE DATE IS SUBJECT TO A MONTHLY FINANCE CHARGE OF 1.5% (ANNUAL RATE OF 18%).
 3% HANDLING CHARGE WILL BE ADDED TO ALL CREDIT CARD SALES.

In the event of customer default of contract terms, Best Equipment may/shall be entitled to add any costs or charges to the account in the process of recovering the outstanding funds due, including but not limited to: Collection fees, delinquency charges and late fees.

EXPERTS IN MUNICIPAL AND CONTRACTOR ENVIRONMENTAL SOLUTIONS SINCE 1917

Bill To:
 CITY OF CHARLESTOWN, CITY MAINTENANCE
 DEBORAH MILES
 304 MAIN CROSSD
 CHARLESTOWN, IN 47111

Ship To:
 CITY OF CHARLESTOWN, CITY MAINTENANCE
 DEBORAH MILES
 304 MAIN CROSSD
 CHARLESTOWN, IN 47111

Trolley

Shop Location **T5**
 Payment Terms **NET 30 DAYS**

Customer ID **CHARLES-MAINTENAN**
 Our Order No. **SRO-019502**
 PO Number **JASON DUNN**

-----For Work Completed on Service Item -----

Body Make	Serial No.	Aux Hrs	0
Chassis VIN		0 Miles	0
Chassis Hrs			

Faults

- WHEEL CHAIR LIFT
- POWER INVERTER
- AIR FILTERS
- STARTER
- RADIO

Resolutions

- REPAIRED WIRING TO WHEELCHAIR LIFT AND REPLACED LOWER STEP
- INSTALLED RADIO AND POWER INVERTER. REPLACED HVAC FILTERS
- REPLACED STARTER. REPAIRED ALL LIGHTS NOT WORKING

*Jason Dunn
 12/09/25
 Redacted*

No.	Description	Unit	Quantity	Unit Price	Amount
-----	-------------	------	----------	------------	--------



Remit To:
 BEST EQUIPMENT CO., INC
 5550 POINDEXTER DR
 INDIANAPOLIS, IN 46235-9041

Service Invoice

Page 2 / 2

Invoice Number: PSI016467

MISC PARTS	SHEET METAL 14GA 32X24	EACH	1	35.04	35.04
MISC PARTS	INVERTER	EACH	1	124.99	124.99
MISC PARTS	RADIO	EACH	1	72.48	72.48
MISC PARTS	TAIL LIGHTS	EACH	1	30.36	30.36
MISC PARTS	AIR FILTERS	EACH	1	26.16	26.16
LABOR NON TAX RD ROAD SERVICE LABOR		HOUR	26	129.00	3,354.00
SHOP-ENVSUP	MISC ENVIRO/HARDWARE	EACH	1	201.24	201.24

Subtotal 3,844.27

Sales Tax Amount 0.00

Total 3,844.27



P.O. Box 70087
Louisville, KY 40270-0087
(502) 589-5400
Facsimile (502) 581-1087
www.frostbrowntodd.com

Charlestown Indiana Redevelopment Commission
Mayor Treva Hodges
304 Main Cross Street
Charlestown, IN 47111

Fed # 61-0722001
December 15, 2025
Invoice # 210617337
Account # 0141852.0744768

RE: General for Charlestown Ind Redevelopment Commission

Confidential-Attorney-Client Privilege	
For Professional Services Rendered Through November 30, 2025	772.50
<hr/>	
TOTAL THIS INVOICE:	772.50

Treva Hodges
12/31/2025
Redemptant

All amounts are in USD
Please send remittance information to AccountsReceivable@FBTLaw.com
Wire Transfer Information:
Account Name: Frost Brown Todd LLP
Bank Name: US Bank, 425 Walnut Street, Cincinnati, OH 45202
Account Number: 821609195 – Routing Number: 042000013 – Swift Number: USBKUS44IMT

Date	Tmkr	*Confidential-Attorney-Client Privilege* Narrative	Hours	Amount
11/03/25	MKD	Confer with Amy Burnette re RDC meeting and HWC Agreement; review and provide comments to HWC Agreement.	0.60	150.00
11/04/25	AJB	Prepare for and attend Redevelopment Commission meeting.	1.50	622.50
Total:			2.10	\$772.50

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: City of Charlestown- Redevelopment Commission
304 Main Cross Street
Charlestown, IN 47111

FROM CONTRACTOR: LIBS PAVING COMPANY, INC.
6931 ATKINS ROAD
FLOYDS KNOBS, IN 47119

CONTRACT FOR: Madison St. & Green Alley

PROJECT: Madison St & Green Alley

VIA ENGINEER:

APPLICATION NUMBER: 1
PERIOD FROM: 9/1/2025
PERIOD TO: 11/30/2025

CONTRACT DATE:

ARCHITECT JOB NO.

Distribution to:

OWNER
 ARCHITECT
 CONTRACTOR
 CONSTRUCTION MANAGER

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.
Continuation Sheet, Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	259,924.38
2. Net Change By Change Orders.....		
3. CONTRACT SUM TO DATE (Line 1 +2).....	\$	259,924.38
4. TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$	156,053.95
5. RETAINAGE:		
a. 10% of Completed Work (Columns D & E on G703)	\$	15,605.40
b. 10% % of Stored Material (Column F on G703)	\$	-
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$	15,605.40
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$	140,448.56
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE	\$	140,448.56
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	119,475.83

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total Approved this Month	\$0.00	
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$	-

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: [Signature] DATE 12/23/25

State of: Indiana County of: Floyd

Subscribed and sworn before me this 23 day of December 2025
Notary Public: Jamie Sue Dowell
My Commission Expires: 03/30/2029

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 140,448.56

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MGR:

By: Rachel M. Henry Date: 12/23/2025

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



MADISON STREET & GREEN ALLEY PROJECTS- Pay APP #1

Name of Local :		City of Charlestown Redevelopment Commission								
Project A: Madison Street from Main Street to Green Alley										
Item #	Items :	Description	Unit	Bid QTY	Unit Price	Totals	QTY this Est.	Ext. this estimate	QTY to Date	Ext. to Date
10	105-06845	CONSTRUCTION ENGINEERING	LS	1	\$ 5,000.00	\$ 5,000.00	0.5	\$ 2,500.00	0.5	\$ 2,500.00
20	110-01001	MOBILIZATION AND DEMOBILIZATION	LS	1	\$12,000.00	\$ 12,000.00	0.5	\$ 6,000.00	0.5	\$ 6,000.00
30	201-52370	CLEARING RIGHT OF WAY	LS	1	\$10,000.00	\$ 10,000.00	1	\$ 10,000.00	1	\$ 10,000.00
40	202-02240	PAVEMENT REMOVAL	SYS	120	\$ 50.00	\$ 6,000.00	90	\$ 4,500.00	90	\$ 4,500.00
50	203-02000	EXCAVATION, COMMON	CYS	85	\$ 95.00	\$ 8,075.00	67.6	\$ 6,422.00	67.6	\$ 6,422.00
60	207-08264	SUBGRADE TREATMENT, TYPE II	SYS	50	\$ 70.00	\$ 3,500.00	25	\$ 1,750.00	25	\$ 1,750.00
70	207-09935	SUBGRADE TREATMENT, TYPE IC	SYS	154	\$ 80.00	\$ 12,320.00	77	\$ 6,160.00	77	\$ 6,160.00
80	211-09264	Structure Backfill, Type 1	CYS	264	\$ 1.00	\$ 264.00	26	\$ 26.00	26	\$ 26.00
90	213-09269	FLOWABLE FILL (PIPES UNDER ROAD)	CYS	130	\$ 1.00	\$ 130.00		\$ -		\$ -
100	214-12238	GEOTEXTILE FOR PAVEMENT, TYPE 2A	SYS	154	\$ 10.00	\$ 1,540.00	77	\$ 770.00	77	\$ 770.00
110	302-07455	DENSE GRADED SUBBASE	CYS	8	\$ 150.00	\$ 1,200.00	4	\$ 600.00	4	\$ 600.00
120	303-01180	COMPACTED AGGREGATE NO. 53	TON	17	\$ 110.00	\$ 1,870.00	38	\$ 4,180.00	38	\$ 4,180.00
130	304-07493	WIDENING WITH HMA, TYPE B	TON	55	\$ 195.00	\$ 10,725.00		\$ -		\$ -
140	304-07493	WIDENING WITH HMA, TYPE B	TON	55	\$ 195.00	\$ 10,725.00		\$ -		\$ -
150	306-08034	MILLING, ASPHALT, 1 1/2 IN.	SYS	316	\$ 20.00	\$ 6,320.00		\$ -		\$ -
160	401-10258	Joint Adhesive, Surface	LFT	2,740	\$ 0.01	\$ 27.40		\$ -		\$ -
170	406-05520	ASPHALT FOR TACK COAT	TON	0	\$ 700.00	\$ -		\$ -		\$ -
180	604-06070	SIDEWALK, CONCRETE	SYS	116	\$ 65.00	\$ 7,540.00	70.7	\$ 4,595.50	70.7	\$ 4,595.50
190	604-08086	CURB RAMP, CONCRETE	SYS	11	\$ 125.00	\$ 1,375.00	25.41	\$ 3,176.25	25.41	\$ 3,176.25
200	604-12083	DETECTABLE WARNING SURFACES	SYS	50	\$ 25.00	\$ 1,250.00	3.33	\$ 83.25	3.33	\$ 83.25
210	605-06140	CURB AND GUTTER, CONCRETE	LFT	723	\$ 28.00	\$ 20,244.00	255.75	\$ 7,161.00	255.75	\$ 7,161.00
220	610-09108	PCCP FOR APPROACHES, 6 IN	SYS	50	\$ 95.00	\$ 4,750.00	50.08	\$ 4,757.60	50.08	\$ 4,757.60
230	621-06567	WATER	KGAL	1	\$ 25.00	\$ 25.00		\$ -		\$ -
240	621-06574	Sodding	SYS	254	\$ 25.00	\$ 6,350.00		\$ -		\$ -
250	715-05149	PIPE, TYPE 2, CIRCULAR, 12 IN.	LFT	40	\$ 225.00	\$ 9,000.00	41.75	\$ 9,393.75	41.75	\$ 9,393.75
260	720-45410	MANHOLE, TYPE C4	EA	1	\$ 7,000.00	\$ 7,000.00	1	\$ 7,000.00	1	\$ 7,000.00
270	720-98174	INLET, B15	EA	2	\$ 6,500.00	\$ 13,000.00	2	\$ 13,000.00	2	\$ 13,000.00
280	801-04308	ROAD CLOSURE SIGN ASSEMBLY	EA	2	\$ 175.00	\$ 350.00	2	\$ 350.00	2	\$ 350.00
290	801-06203	TEMPORARY PAVEMENT MARKING, 4 IN.	LFT	458	\$ 3.00	\$ 1,374.00		\$ -		\$ -
300	801-06640	CONSTRUCTION SIGN, A	EACH	7	\$ 150.00	\$ 1,050.00	7	\$ 1,050.00	7	\$ 1,050.00
310	801-06645	CONSTRUCTION SIGN, B	EACH	2	\$ 100.00	\$ 200.00	2	\$ 200.00	2	\$ 200.00
320	801-06775	MAINTAINING TRAFFIC	LS	1	\$ 5,000.00	\$ 5,000.00	0.5	\$ 2,500.00	0.5	\$ 2,500.00
330	801-07119	BARRICADE, TYPE III	LFT	6	\$ 18.00	\$ 108.00	6	\$ 108.00	6	\$ 108.00
340	801-07612	TEMPORARY PAVEMENT MARKING, 24 IN.	LFT	16	\$ 20.00	\$ 320.00		\$ -		\$ -
350	802-09838	SIGN, SHEET, WITH LEGEND, 0.080 IN.	SFT	43	\$ 50.00	\$ 2,150.00		\$ -		\$ -
360	802-76055	SIGN POST, A	LFT	71	\$ 10.00	\$ 710.00		\$ -		\$ -
370	808-12274	TRANSVERSE MARKING, THERMOPLASTIC, PARKING	LFT	38	\$ 25.00	\$ 950.00		\$ -		\$ -
380	808-75015	LINE, THERMOPLASTIC, SOLID, WHITE, 12 IN.	LFT	52	\$ 4.00	\$ 208.00		\$ -		\$ -
390	808-75043	LINE, THERMOPLASTIC, SOLID, WHITE, 6 IN.	LFT	434	\$ 2.00	\$ 868.00		\$ -		\$ -
400	808-75256	TRANSVERSE MARKING, THERMOPLASTIC, CROSSHATCH	LFT	112	\$ 3.00	\$ 336.00		\$ -		\$ -
410	808-75297	TRANSVERSE MARKING, THERMOPLASTIC, STOP LINE,	LFT	12	\$ 15.00	\$ 180.00		\$ -		\$ -
420	808-75325	PAVEMENT MESSAGE MARKING,	EA	1	\$ 200.00	\$ 200.00		\$ -		\$ -
		Project A: TOTALS						\$ 96,283.35		\$ 96,283.35
Project B: Green Alley from Madison Street to Harrison Street										

Items :	Items :	Description	Unit	QTY	Unit Price	Totals	QTY this Est.	Ext. this estimate	QTY to Date	Ext. to Date
500	105-06845	CONSTRUCTION ENGINEERING	LS	1	\$3,500.00	\$ 3,500.00	1	\$ 3,500.00	1	\$ 3,500.00
510	110-01001	MOBILIZATION AND DEMOBILIZATION	LS	1	\$12,000.00	\$ 12,000.00	1	\$ 12,000.00	1	\$ 12,000.00
520	203-02000	EXCAVATION, COMMON	CYS	84	\$95.00	\$ 7,980.00	84	\$ 7,980.00	84	\$ 7,980.00
530	205-06933	TEMPORARY INLET PROTECTION	EA	1	\$100.00	\$ 200.00	1	\$ 100.00	1	\$ 100.00
540	207-08264	SUBGRADE TREATMENT, TYPE II	SYS	48	\$70.00	\$ 70.00	48	\$ 3,360.00	48	\$ 3,360.00
550	302-07455	DENSE GRADED SUBBASE	CYS	8	\$150.00	\$ 150.00	8	\$ 1,200.00	8	\$ 1,200.00
560	303-01180	COMPACTED AGGREGATE NO. 53	TON	24	\$110.00	\$ 110.00	24	\$ 2,640.00	24	\$ 2,640.00
570	306-08034	MILLING, ASPHALT, 1 1/2 IN.	SYS	589	\$20.00	\$ 20.00		\$ -		\$ -
580	401-07322	HMA, SURFACE, 9.5 mm	TON	49	\$195.00	\$ 195.00		\$ -		\$ -
590	401-10258	Joint Adhesive, Surface	LFT	2298	\$0.01	\$ 0.01		\$ -		\$ -
600	406-05520	ASPHALT FOR TACK COAT	TON	0.20	\$700.00	\$ 700.00		\$ -		\$ -
610	605-06140	CURB AND GUTTER, CONCRETE	LFT	329	\$28.00	\$ 28.00	354.75	\$ 9,933.00	354.75	\$ 9,933.00
620	610-09108	PCCP FOR APPROACHES, 6 IN	SYS	48	\$95.00	\$ 95.00	50.08	\$ 4,757.60	50.08	\$ 4,757.60
630	621-06567	WATER	KGAL	1	\$25.00	\$ 25.00		\$ -		\$ -
640	621-06574	Sodding	SYS	147	\$25.00	\$ 25.00		\$ -		\$ -
650	715-05118	PIPE, TYPE 1, CIRCULAR, 12 IN.	LFT	12	\$225.00	\$ 225.00	12	\$ 2,700.00	12	\$ 2,700.00
660	720-98174	INLET, B15	EA	1	\$6,000.00	\$ 6,000.00	1	\$ 6,000.00	1	\$ 6,000.00
670	801-06640	CONSTRUCTION SIGN, A	EACH	4	\$150.00	\$ 150.00	4	\$ 600.00	4	\$ 600.00
680	801-06775	MAINTAINING TRAFFIC	LS	1	\$5,000.00	\$ 5,000.00	1	\$ 5,000.00	1	\$ 5,000.00
690	802-09838	SIGN, SHEET, WITH LEGEND, 0.080 IN.	SFT	13	\$35.00	\$ 35.00		\$ -		\$ -
700	802-76055	SIGN POST, A	LFT	29	\$25.00	\$ 25.00		\$ -		\$ -
710	808-75297	TRANSVERSE MARKING, THERMOPLASTIC, STOP LINE,	LFT	24	\$15.00	\$ 15.00		\$ -		\$ -
Project B: TOTALS								\$ 59,770.60		\$ 59,770.60

TOTAL of Both Projects	\$ 156,053.95	\$ 156,053.95
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APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: City of Charlestown- Redevelopment Commission
304 Main Cross Street
Charlestown, IN 47111

FROM CONTRACTOR: LIBS PAVING COMPANY, INC.
6931 ATKINS ROAD
FLOYDS KNOBS, IN 47119

CONTRACT FOR: Madison St. & Green Alley

PROJECT: Madison St & Green Alley

VIA ENGINEER:

APPLICATION NUMBER: 2
PERIOD FROM: 12/1/2025
PERIOD TO: 12/20/2025

CONTRACT DATE:

ARCHITECT JOB NO.

Distribution to:

OWNER
 ARCHITECT
 CONTRACTOR
 CONSTRUCTION MANAGER

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.
Continuation Sheet, Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	259,924.38
2. Net Change By Change Orders.....		
3. CONTRACT SUM TO DATE (Line 1 +2).....	\$	259,924.38
4. TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$	201,270.50
5. RETAINAGE:		
a. 5% of Completed Work (Columns D & E on G703)	\$	10,063.53
b. % of Stored Material (Column F on G703)	\$	-
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$	10,063.53
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$	191,206.98
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	140,448.56
8. CURRENT PAYMENT DUE	\$	50,758.42
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	68,717.41

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: [Signature] DATE 12/23/25

State of: Indiana County of: Floyd

Subscribed and sworn before me this 23 day of December 2025
Notary Public: [Signature]
My Commission Expires: 03/30/2029

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 50,758.42

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MGR:

By: Rachel W. Henry Date: 12/23/2025

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total Approved this Month	\$0.00	
TOTALS	\$ -	\$ -
NET CHANGES by Change Order		\$ -

MADISON STREET & GREEN ALLEY PROJECTS- Pay APP #2 Dates 12-01-2025-12-18-2025

Name of Local :		City of Charlestown Redevelopment Commission								
Project A: Madison Street from Main Street to Green Alley										
Item #	Items :	Description	Unit	Bid QTY	Unit Price	Totals	QTY this Est.	Ext. this estimate	QTY to Date	Ext. to Date
10	105-06845	CONSTRUCTION ENGINEERING	LS	1	\$ 5,000.00	\$ 5,000.00	0.5	\$ 2,500.00	1	\$ 5,000.00
20	110-01001	MOBILIZATION AND DEMOBILIZATION	LS	1	\$12,000.00	\$ 12,000.00	0.5	\$ 6,000.00	1	\$ 12,000.00
30	201-52370	CLEARING RIGHT OF WAY	LS	1	\$10,000.00	\$ 10,000.00		\$ -	1	\$ 10,000.00
40	202-02240	PAVEMENT REMOVAL	SYS	120	\$ 50.00	\$ 6,000.00	30	\$ 1,500.00	120	\$ 6,000.00
50	203-02000	EXCAVATION, COMMON	CYS	85	\$ 95.00	\$ 8,075.00	17.4	\$ 1,653.00	85	\$ 8,075.00
60	207-08264	SUBGRADE TREATMENT, TYPE II	SYS	50	\$ 70.00	\$ 3,500.00		\$ -	25	\$ 1,750.00
70	207-09935	SUBGRADE TREATMENT, TYPE IC	SYS	154	\$ 80.00	\$ 12,320.00		\$ -	77	\$ 6,160.00
80	211-09264	Structure Backfill, Type 1	CYS	264	\$ 1.00	\$ 264.00		\$ -	26	\$ 26.00
90	213-09269	FLOWABLE FILL (PIPES UNDER ROAD)	CYS	130	\$ 1.00	\$ 130.00	2	\$ 2.00	2	\$ 2.00
100	214-12238	GEOTEXTILE FOR PAVEMENT, TYPE 2A	SYS	154	\$ 10.00	\$ 1,540.00	77	\$ 770.00	154	\$ 1,540.00
110	302-07455	DENSE GRADED SUBBASE	CYS	8	\$ 150.00	\$ 1,200.00	4	\$ 600.00	8	\$ 1,200.00
120	303-01180	COMPACTED AGGREGATE NO. 53	TON	17	\$ 110.00	\$ 1,870.00		\$ -	38	\$ 4,180.00
130	304-07493	WIDENING WITH HMA, TYPE B	TON	55	\$ 195.00	\$ 10,725.00	40	\$ 7,800.00	40	\$ 7,800.00
140	304-07493	WIDENING WITH HMA, TYPE B	TON	55	\$ 195.00	\$ 10,725.00		\$ -		\$ -
150	306-08034	MILLING, ASPHALT, 1 1/2 IN.	SYS	316	\$ 20.00	\$ 6,320.00		\$ -		\$ -
160	401-10258	Joint Adhesive, Surface	LFT	2,740	\$ 0.01	\$ 27.40		\$ -		\$ -
170	406-05520	ASPHALT FOR TACK COAT	TON	0	\$ 700.00	\$ -		\$ -		\$ -
180	604-06070	SIDEWALK, CONCRETE	SYS	116	\$ 65.00	\$ 7,540.00	2.92	\$ 189.80	73.62	\$ 4,785.30
190	604-08086	CURB RAMP, CONCRETE	SYS	11	\$ 125.00	\$ 1,375.00	5.83	\$ 728.75	31.24	\$ 3,905.00
200	604-12083	DETECTABLE WARNING SURFACES	SYS	50	\$ 25.00	\$ 1,250.00		\$ -	3.33	\$ 83.25
210	605-06140	CURB AND GUTTER, CONCRETE	LFT	723	\$ 28.00	\$ 20,244.00	191	\$ 5,348.00	446.75	\$ 12,509.00
220	610-09108	PCCP FOR APPROACHES, 6 IN	SYS	50	\$ 95.00	\$ 4,750.00		\$ -	50.08	\$ 4,757.60
230	621-06567	WATER	KGAL	1	\$ 25.00	\$ 25.00		\$ -		\$ -
240	621-06574	Sodding	SYS	254	\$ 25.00	\$ 6,350.00	246	\$ 6,150.00	246	\$ 6,150.00
250	715-05149	PIPE, TYPE 2, CIRCULAR, 12 IN.	LFT	40	\$ 225.00	\$ 9,000.00		\$ -	41.75	\$ 9,393.75
260	720-45410	MANHOLE, TYPE C4	EA	1	\$ 7,000.00	\$ 7,000.00		\$ -	1	\$ 7,000.00
270	720-98174	INLET, B15	EA	2	\$ 6,500.00	\$ 13,000.00		\$ -	2	\$ 13,000.00
280	801-04308	ROAD CLOSURE SIGN ASSEMBLY	EA	2	\$ 175.00	\$ 350.00		\$ -	2	\$ 350.00
290	801-06203	TEMPORARY PAVEMENT MARKING, 4 IN.	LFT	458	\$ 3.00	\$ 1,374.00		\$ -		\$ -
300	801-06640	CONSTRUCTION SIGN, A	EACH	7	\$ 150.00	\$ 1,050.00		\$ -	7	\$ 1,050.00
310	801-06645	CONSTRUCTION SIGN, B	EACH	2	\$ 100.00	\$ 200.00		\$ -	2	\$ 200.00
320	801-06775	MAINTAINING TRAFFIC	LS	1	\$ 5,000.00	\$ 5,000.00	0.5	\$ 2,500.00	1	\$ 5,000.00
330	801-07119	BARRICADE, TYPE III	LFT	6	\$ 18.00	\$ 108.00		\$ -	6	\$ 108.00
340	801-07612	TEMPORARY PAVEMENT MARKING, 24 IN.	LFT	16	\$ 20.00	\$ 320.00	28	\$ 560.00	28	\$ 560.00
350	802-09838	SIGN, SHEET, WITH LEGEND, 0.080 IN.	SFT	43	\$ 50.00	\$ 2,150.00	43	\$ 2,150.00	43	\$ 2,150.00
360	802-76055	SIGN POST, A	LFT	71	\$ 10.00	\$ 710.00	71	\$ 710.00	71	\$ 710.00
370	808-12274	TRANSVERSE MARKING, THERMOPLASTIC, PARKING	LFT	38	\$ 25.00	\$ 950.00		\$ -		\$ -
380	808-75015	LINE, THERMOPLASTIC, SOLID, WHITE, 12 IN.	LFT	52	\$ 4.00	\$ 208.00		\$ -		\$ -
390	808-75043	LINE, THERMOPLASTIC, SOLID, WHITE, 6 IN.	LFT	434	\$ 2.00	\$ 868.00		\$ -		\$ -
400	808-75256	TRANSVERSE MARKING, THERMOPLASTIC, CROSSHATCH	LFT	112	\$ 3.00	\$ 336.00		\$ -		\$ -
410	808-75297	TRANSVERSE MARKING, THERMOPLASTIC, STOP LINE,	LFT	12	\$ 15.00	\$ 180.00		\$ -		\$ -
420	808-75325	PAVEMENT MESSAGE MARKING,	EA	1	\$ 200.00	\$ 200.00		\$ -		\$ -
		Project A: TOTALS						\$ 39,161.55		\$ 135,444.90
Project B: Green Alley from Madison Street to Harrison Street										

Items :	Items :	Description	Unit	QTY	Unit Price	Totals	QTY this Est.	Ext. this estimate	QTY to Date	Ext. to Date	
500	105-06845	CONSTRUCTION ENGINEERING	LS	1	\$3,500.00	\$ 3,500.00		\$ -	1	\$ 3,500.00	
510	110-01001	MOBILIZATION AND DEMOBILIZATION	LS	1	\$12,000.00	\$ 12,000.00		\$ -	1	\$ 12,000.00	
520	203-02000	EXCAVATION, COMMON	CYS	84	\$95.00	\$ 95.00		\$ -	84	\$ 7,980.00	
530	205-06933	TEMPORARY INLET PROTECTION	EA	1	\$100.00	\$ 200.00		\$ -	1	\$ 100.00	
540	207-08264	SUBGRADE TREATMENT, TYPE II	SYS	48	\$70.00	\$ 70.00		\$ -	48	\$ 3,360.00	
550	302-07455	DENSE GRADED SUBBASE	CYS	8	\$150.00	\$ 150.00		\$ -	8	\$ 1,200.00	
560	303-01180	COMPACTED AGGREGATE NO. 53	TON	24	\$110.00	\$ 110.00		\$ -	24	\$ 2,640.00	
570	306-08034	MILLING, ASPHALT, 1 1/2 IN.	SYS	589	\$20.00	\$ 20.00		\$ -		\$ -	
580	401-07322	HMA, SURFACE, 9.5 mm	TON	49	\$195.00	\$ 195.00		\$ -		\$ -	
590	401-10258	Joint Adhesive, Surface	LFT	2298	\$0.01	\$ 0.01		\$ -		\$ -	
600	406-05520	ASPHALT FOR TACK COAT	TON	0.20	\$700.00	\$ 700.00		\$ -		\$ -	
610	605-06140	CURB AND GUTTER, CONCRETE	LFT	329	\$28.00	\$ 28.00		\$ -	354.75	\$ 9,933.00	
620	610-09108	PCCP FOR APPROACHES, 6 IN	SYS	48	\$95.00	\$ 95.00		\$ -	50.08	\$ 4,757.60	
630	621-06567	WATER	KGAL	1	\$25.00	\$ 25.00		\$ -		\$ -	
640	621-06574	Sodding	SYS	147	\$25.00	\$ 25.00	195	\$ 4,875.00	195	\$ 4,875.00	
650	715-05118	PIPE, TYPE 1, CIRCULAR, 12 IN.	LFT	12	\$225.00	\$ 225.00		\$ -	12	\$ 2,700.00	
660	720-98174	INLET, B15	EA	1	\$6,000.00	\$ 6,000.00		\$ -	1	\$ 6,000.00	
670	801-06640	CONSTRUCTION SIGN, A	EACH	4	\$150.00	\$ 150.00		\$ -	4	\$ 600.00	
680	801-06775	MAINTAINING TRAFFIC	LS	1	\$5,000.00	\$ 5,000.00		\$ -	1	\$ 5,000.00	
690	802-09838	SIGN, SHEET, WITH LEGEND, 0.080 IN.	SFT	13	\$35.00	\$ 35.00	13	\$ 455.00	13	\$ 455.00	
700	802-76055	SIGN POST, A	LFT	29	\$25.00	\$ 25.00	29	\$ 725.00	29	\$ 725.00	
710	808-75297	TRANSVERSE MARKING, THERMOPLASTIC, STOP LINE,	LFT	24	\$15.00	\$ 15.00		\$ -		\$ -	
		Project B: TOTALS						\$	6,055.00	\$	65,825.60

TOTAL of Both Projects	\$	45,216.55	\$	201,270.50
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December Activity Summary

Presented to: Charlestown Redevelopment Commission

January 4, 2026

Business Development/Marketing

- Continue to discuss commercial and residential development and improvements with interested parties.

Project Coordination

- Shadow Lake Development – DCEC is working with the REMC to update plans and cost estimates.
- Forest Edge – The City has been working with Forest Edge to clean up the area and install the remaining privacy fencing, while working toward their certificate of occupancy.
- High Jackson and Cristiani Parkway – The environmental SEPA document has been completed and will be sent to the City for review. The Geotech has completed the fieldwork and is moving forward with lab work and the Geotech report. Work plan request letters were sent on 11/24/2025 – responses are due in 60 days. The project schedule will be revisited once a Notice to Proceed is issued to move forward with design to final plans.
- Façade Program – To date \$176,202.58 has been awarded to improve the façades at 106 Industrial Way; 1210 Market Street, 807 High Street, 600 Pike Street, 775 Main Street, 359 Market Street, 318 Main Cross Street, 263 Madison Street, 324 Main Cross Street, 991 Market Street, 380 Main Cross, 304 Main Cross, 1045 Main Street, 820-830 Main Street, 320 Main Cross Street, 800 Park Street, 840 Main Street, 500 Pike Street, and Charlestown Cemetery (Pleasant & Harrison). The Charlestown VFD completed the installation of four (4) new awnings for a total project cost of \$3,613.56, of which the Redevelopment Commission will reimburse 50% or \$1,806.78.

Twenty-four façade projects have been completed since the Spring of 2021, with a total expenditure of \$551,210.58 (\$203,025.24 RDC Grant funds).

- Madison Street & Green Alley Improvements – HMB and Libs Paving Company met on site to conduct a substantial completion walk-through on December 22, 2025, and HMB submitted documentation to Libs Paving Company (see attached). HMB also submitted Pay Applications #1 and #2 for processing.

The legal description and survey information have been provided to Denton Floyd to transfer a portion of Green Alley back to the City. Greg Fifer is working with Denton Floyd to finalize the transfer.

- Harrison Street CCMG Improvements – The City submitted the segment of Harrison Street from High Street to Main Street. The improvements included milling and overlay. The Commission will contribute the local match toward the project. The project is anticipated to be completed in the Spring of 2026.
- 501 Market Street – The final inspection walkthrough was canceled. American Structurepoint will reschedule the walkthrough and review the final pay request that was submitted prior to the end of the year.
- The Charlestown Flats (multi-family project located off of Pike Street) – All 176 units have been completed and the complex is at 50% capacity.
- Springville Manor – The Commission’s legal counsel is working toward a resolution related to several properties.
- The Commons & Short Street Parklet – Construction on the retaining walls and switchback walls will start in early January, 2026.
- Charlestown Landing Improvements – Funding was requested via US Congresswoman Erin Houchin’s office in the Spring of 2025. The funding mechanism passed the House of Representatives and the Senate, however no award announcements have been made.
- Family Activities Park – Sport Courts – This project is anticipated to be completed in 2026.
- Comprehensive Plan –The final draft was submitted to the Plan Commission for approval in January of 2026.
- Discussion of Donations – Gazebo and Charlestown Signage (Hwy 62/3) – There are no updates related the donation of time and materials for both projects to date.

TIF/Financial

- Updated the Commission’s Cash Flow related to current and proposed projects



PROFESSIONAL ENGINEERS, LLC

2857 Charlestown Road, Suite 400
New Albany, IN 47150
(812) 944-9674
www.hmbpe.com

Highway Engineering

Structural Engineering

Water & Wastewater

Site Development

Right-of-Way

Master Planning

Environmental Planning

Abandoned Mine Land

Surveying

Project Management

Cost Estimation

Stream Restoration

Construction Inspection

Aviation Services

Environmental Remediation

December 22, 2025

Libs Paving, Inc.
Attn: Luke Hildenbrand, PE
6931 Atkins Road
Floyds Knobs, IN 47119

Re: City of Charlestown
Redevelopment Commission
Madison Street & Green Alley
Substantial Completion

Dear Mr. Hildenbrand,

The work has been accepted by the client under the conditions of the contract documents, and therefore, has been deemed substantially complete as of 12/22/2025.

A punchlist walk-thru was held 12/22/2025 with the following items needing to be addressed:

1. Remove all cones, barrels, tape, and maintenance of traffic signage.
2. Patch with HMA all pipe crossings to bring up to grade. Remove plates.
3. Replace stop sign post at Madison Street & Main Street with existing decorative post and sign. Remove temporary one-way signs from this post.
4. Place soil in corner of quilt shop driveway. Feather and grade to drain. Seed and straw area.

Once all items are addressed on the above punchlist please notify me and we will do a final completion walk-thru and final acceptance.

Substantial completion and warranty periods affected are defined within the Contract Specifications. All warranties will start the day of substantial completion, with the exception of those items on the punch list which will start on the date of Final Acceptance. All insurance required by the Contract remains the Contractor's responsibility until the Letter of Final Acceptance is issued.

Thank you for your efforts on this project.

Sincerely,

Rachel M. Henry, P.E.

Cc: Jill Saegesser; Derek Coombs, Redevelopment Commission President

**CONSULTANT
AGREEMENT**

This Agreement, dated _____, 2026, by and between The Wheatley Group LLC (“TWG”), an independent contractor, having a principal place of business at 5150 Charlestown Road, Suite 1A, New Albany, IN 47150 and the City of Charlestown Redevelopment Commission (“Commission”), having a principal place of business at 304 Main Cross St. Charlestown, IN 47111.

WITNESSETH

WHEREAS, TWG wishes to provide certain professional services and deliverables as set forth in the Scope of Work in *Schedule A*, which is attached hereto and made a part hereof (the “Services”); and

WHEREAS, Commission wishes to procure the Services and project deliverables (“Deliverables”) from TWG, for good and valuable consideration, as more fully described in the Terms and Conditions in *Schedule B* attached hereto and made a part hereof.

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth, the parties hereto agree as follows:

SECTION 1: SCOPE OF WORK

TWG agrees to provide the Services and supply the Deliverables described in the Scope of Work included in *Schedule A* that is attached hereto. TWG warrants that all Services shall be performed in a professional manner commensurate with the standards in TWG’s industry, and that TWG has all rights and authority necessary to provide the Deliverables to Commission pursuant to the terms of this Agreement.

In the event that additional assignments are agreed upon between TWG and Commission, the parties shall execute addendums to this Agreement describing the additional assignments, including the fees, schedule and deliverables for that specific assignment.

SECTION 2: TERM/TERMINATION

This Agreement shall commence as of the date written above, and, unless earlier terminated as set forth herein, shall remain in effect for a period of one (1) year. This Agreement may thereafter be renewed by written agreement signed by both parties. Any terms hereof which, by their nature, contemplate continuing effectiveness, including, without limitation, terms regarding confidentiality, limitations of liability, ownership, and general terms, shall survive any termination/expiration of this Agreement.

Each party may terminate this Agreement for cause, upon written notice to the other party, if the other party commits a material breach of this Agreement and does not cure such breach within 15 days following its receipt of notice thereof from the non-breaching party. This Agreement may be terminated by both parties upon mutual agreement, which shall be in writing and executed by both parties.

SECTION 3: PAYMENT FOR SERVICES

Commission agrees to pay TWG in accordance with the Fees set forth in the Terms and Conditions in *Schedule B* that is attached hereto.

SECTION 4: LIABILITY – INDEMNIFICATION

Except to the extent resulting from the gross negligence or willful misconduct of the Commission, neither Commission nor its officers, directors, shareholders, parents, subsidiaries, affiliates, employees, successors or assigns shall be liable or otherwise responsible to TWG for any personal injury, sickness, disease or death of a person, or for injury, loss, theft, damage, destruction or loss of use of property, caused directly or indirectly by TWG.

Subject to the foregoing, TWG shall indemnify, hold harmless and defend Commission and its officers and employees from and against any and all claims, whether for injury to a person, or damage to or loss of property, made against or suffered or incurred by Commission, its officers, or its employees as the direct result of TWG's performance of, or the failure to perform, work pursuant to this Agreement.

SECTION 5: NO THIRD-PARTY BENEFICIARIES

Due to TWG's reliance on the information and/or actions of Commission and various third-party providers to be true, correct and proper, as the case may be, Commission and TWG agree that there shall be no third party beneficiaries of this Agreement, that Commission will defend and hold harmless TWG against any claims by any third-party that it is a beneficiary of this Agreement, and that TWG shall be liable solely to Commission for all duties to be performed under, or obligations arising out of, this Agreement.

SECTION 6: CONFIDENTIALITY

TWG and Commission acknowledge the importance of confidentiality to the fulfillment of this Agreement, and both parties may exchange or otherwise be exposed to confidential information. By executing this Agreement, each party agrees to keep all information provided by either party confidential and not to disclose data to any third party without the other party's written consent, except as required by law.

SECTION 7: CONFLICT OF INTEREST

Commission agrees TWG is an independent contractor who will be engaged to provide consulting services to third parties other than Commission. If, at any time during the performance of the Consulting Services for Commission, TWG determines that it cannot assist Commission fully and impartially as a result of services TWG is asked to provide to third parties, TWG shall either (i) decline to provide the requested third-party services or (ii) inform Commission, in writing, that it cannot provide the Consulting Services.

Commission agrees this Agreement shall not preclude TWG from representing other public or private entities, or economic development prospects for incentive negotiations. If, at any time during the performance of the Consulting Services for the Commission, TWG becomes aware of any real or potential conflicts of interest between its performance of the Consulting Services on behalf of Commission and services performed, or to be performed, on behalf of third parties other than the Commission, TWG shall promptly notify Commission, in writing, through its designated representative. Commission, through its designated representative, shall determine, in its sole and absolute discretion, whether to waive any such conflicts of interest or, notwithstanding Section 2, unilaterally terminate this Agreement in whole or in part.

SECTION 8: DISCLAIMER

Services provided by TWG are advisory in nature and based on professional judgement and experience. TWG warrants the services provided will be performed in a good and workmanlike manner. As such, by executing this Agreement, Commission agrees that TWG shall not be responsible or liable, whether as a result of breach of warranty, negligence or otherwise, for any special, exemplary, incidental, consequential or punitive damages of any kind, however arising, including, but not limited to, damages for loss of time, inconvenience, lost profits or economic loss, and, except as set forth in Section 4, in no event shall TWG's liability hereunder exceed an amount equal to the maximum amount of fees payable by Commission to TWG under the Fee Schedule for the Consulting Services.

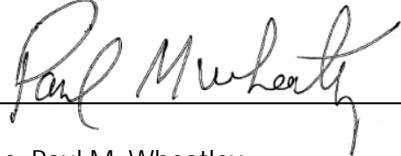
SECTION 9: GENERAL TERMS

This Agreement represents the complete and final agreement concerning the Services and Deliverables to be provided by TWG to Commission, and supersedes any and all prior or contemporaneous understandings or agreements, written or oral, regarding the subject matter. This Agreement may be amended only by a written amendment executed by both parties. The relationship between the parties hereunder is solely that of independent contractors, and no agency, partnership, joint venture, franchise, or employment relationship is established under this Agreement. TWG is solely responsible for all employment-related duties with regards to TWG's personnel, including those required under applicable law, regarding its employees, and TWG acknowledges and agrees that no personnel of TWG will be entitled to any of Commission's employment benefits or other benefits. If any provision of this Agreement is held to be invalid, illegal, or unenforceable, such provision shall be reformed only to the extent necessary to make it valid, legal and enforceable, and the remainder of this Agreement shall nonetheless remain in full force and effect. This Agreement shall be construed, governed, and enforced solely and exclusively by the law of the State of Indiana, USA, excluding conflict of law principles. The parties hereby agree that the courts located in Clark County, Indiana, will constitute the sole and exclusive forum for the resolution of any and all disputes arising out of or in connection with this Agreement and each party hereby irrevocably consents to the personal jurisdiction and venue of such courts and irrevocably waives any objections thereto. TWG may not assign this Agreement, or delegate its duties hereunder, in whole or in part, to any third party without first obtaining the express written consent of Commission, and any assignment or delegation by TWG without such consent shall be null and void. Commission may freely assign this Agreement, or delegate its duties hereunder, in whole or in part, to any third party so long as such assignee agrees to be bound by the terms of this Agreement. Each party shall comply with all applicable laws in performing its obligations under this Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto, through their duly authorized officers, have executed this Agreement as of the day and year first set forth below.

The Wheatley Group, LLC:

By: 

Name: Paul M. Wheatley

Title: Principal

Date: January 6, 2026

The City of Charlestown Redevelopment Commission:

By: _____

Name: _____

Title: President

Date: 1/6/2026

SCHEDULE A SCOPE OF WORK

The Wheatley Group, LLC (“TWG”) is pleased to continue to offer its economic development and redevelopment advisory services to the City of Charlestown Redevelopment Commission (“Commission”). The City of Charlestown has positioned itself as a high growth community with ample opportunities for additional job growth and capital investments. TWG believes it is well-suited to support the Commission in accomplishing its specific economic development goals. Our team brings a unique perspective to the table – We offer a skillset that is rooted in traditional economic development practices and strategy, we couple it with public sector redevelopment, finance, and programmatic experience. This expertise is then blended with TWG’s existing relationships with area developers and brokers – on an actual project level – that are already actively participating in the growth of the southern Indiana market. Not only does TWG have the ability to fully understand the objectives of the Commission, we also offer a great deal of practical development insight garnered from the very clientele the community is already pursuing.

TWG stands ready to assist the Commission on its path to economic growth and prosperity, and we look forward to continuing a successful partnership over the course of this engagement. Our deliverables are outlined below:

Deliverables:

Execution of Economic Development and Redevelopment Initiatives

- Interface with local leadership team
- Develop short-term and long-term goals and initiatives
- Act as project advisor in the furtherance of the Comprehensive Plan and Zoning Ordinance, including an update if pursued by the City of Charlestown
- Assist in the solicitation and evaluation of qualified professionals, as well providing oversight and management during the project term

Prospect Development Assistance

- Develop project and/or site-specific presentations and marketing collateral for use in community promotion
- Prepare due diligence packages and/or RFPs as required for planning efforts, acquisition and dispositions
- Act as a strategic advisor with regards to project deal structuring, infrastructure evaluation, etc.
- Perform economic impact modeling and generate reports on a project-by-project basis

Grant Research and Support

- Monitor and evaluate potential grant, funding and financing opportunities available through USDA, Indiana Office of Community and Rural Affairs, Indiana Economic Development Corporation, etc.
- Assist the Commission in the identification of specific grant opportunities to procure funds to support various special projects and initiatives

Miscellaneous

- Support staff in the management and review of TIF district parcels, funds and budgets
- Support and coordinate with staff in project meetings with government agencies, utility providers, engineers and other professional service providers

- Market targeted development areas to prospective investors
- Evaluate current and proposed economic and redevelopment programs to spur local investment and business expansion
- Support the completion of Commission's various annual reporting and presentation requirements, including assistance with the annual spending plan
- Assist the Commission with Notification of Excess Valuation, or lack thereof, to overlapping taxing units
- Prepare meeting minutes related to all Commission meetings

**SCHEDULE B
TERMS AND CONDITIONS**

TWG offers the above scope of services under the following fee schedule:

Not to exceed \$90,000 per annum for all scope items with exception of the Preparation of Commission meeting minutes. Preparation of Commission meeting minutes will be invoiced at \$100 per meeting.

Payments subject to invoices with description of services rendered. Invoices will be sent at the end of each month payable net 30 days.

However, if mutually agreeable, the terms of the engagement can be amended, extended and expanded to include additional services not outlined in the proposal. Any additional services would be subject to negotiation of a separate project and fee schedule.