

Standard Right-to-Know Law Request Form

Good communication is vital in the RTKL process. Complete this form thoroughly and retain a copy; it may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied.

SUBMITTED TO AGENCY	NAME: City of Di	uBois				(Attn: AORO)
Date of Request:	.4	Submitted via:	□ Email	□ U.S. Mail	☐ Fax	☐ In Person
PERSON MAKING REQUE	ST:		•			
Name: Elaine Haskins		Company (if	applicable): Courier Exp	ress	
Mailing Address: 500 Jeffer	s St.					
City: DuBois		Zip: 15866	Email:			
Telephone:		Fax:				
How do you prefer to be co	ontacted if the ag	ency has questions	? 🗆 Telep	ohone E Ema	ail 🗆 U.	S. Mail
are not required to explain whe Use additional pages if necessing documentation and placed on city property provide the cost and the naplaques. Also, documentating documentating to requesting documentation in the city particle to remove in the city particle. Elaine	ary. which lists the to (please specify lame of the past of on as to who required the properties of the past of on as to who required the please of the	tal number of bench ocations) and the na r present city officia uested the purchase , of the total numbe	nes/plaques ames on th is whose n es and if the er of bench	s the City of D lose benches ames are on t ey were appro es the DuBois	OuBois ha and plaqu hose ber oved by to City Cou	s paid for ues. Please : iches and/or he council. : incil would
DO YOU WANT COPIES?	-					
		ic copies preferred			.art aani	a latari
Do you want <u>certified copi</u> RTKL requests may require Please notify me if fees a	es? U Yes (may payment or prep	ayment of fees. See	onal costs) the <u>Officia</u>	□ No <i>RTKL Fee Sc</i>	<u>hedule</u> fo	r more details.
	ITEMS BELOW	THIS LINE FOR A	GENCY US	E ONLY		
Tracking:	_Date Received:	·	Response I	Due (5 bus. da	ays):	
30-Day Ext.? □ Yes □ No	(If Yes, Final Due	e Date:) Actu	al Response I	Date:	
Request was: 🗆 Granted	☐ Partially Gran	nted & Denied 🛚 I	Denied Co	st to Request	er:\$	
☐ Appropriate third parti	es notified and g	iven an opportunit	y to object	to the release	e of requ	ested records.
NOTE: In most cases, a cor More information about the				.gov	Form upo	lated Feb. 3, 2020



CITY OF DuBOIS, PENNSYLVANIA

P.O. BOX 408

16 W. SCRIBNER AVE.

DuBOIS, PENNSYLVAN IA 15801

TELEPHONE: (814)371-2000 FAX: (814)371-1290

September 25, 2024

Ms. Elaine Haskins 500 Jeffers St. DuBois, PA 15801

Dear Ms. Haskins,

Thank you for writing the City of DuBois with your request for information pursuant to the Pennsylvania Right-To-Know law.

On September 19, 2024, you requested documentation which lists the total number of benches/plaques the City of DuBois has paid for and placed on city property (please specify locations) and the names on those benches and plaques, the cost and the name of the past or present city officials whose names are on those benches and/or plaques, and documentation as to who requested the purchases and if they were approved by the council. Also, documentation, if applicable, of the total number of benches the DuBois City Council would like to remove in the city parks/city property and the minutes of the meeting that this action was approved.

Pursuant to Section 902(a) of the Right to Know Law, the City of DuBois requires an additional 30 days to respond to the request:

 A timely response to the request cannot be accomplished due to bona fide and specified staffing limitations.

The City of DuBois expects to respond to your request on or before October 24, 2024.

Respectfully,

Shawn Arbaugh City Manager

City of DuBois, Clearfield County



CITY OF DuBOIS, PENNSYLVANIA

PIO BOX 408

16 W. SCRIBNER AVE.

DuBOIS, PENNSYLVAN IA 15801

TELEPHONE: (814)371-2000 FAX: (814)371-1290

September 30, 2024

Ms. Elaine Haskins 500 Jeffers St. DuBois, PA 15801

Dear Ms. Haskins,

Thank you for writing the City of DuBois with your request for information pursuant to the Pennsylvania Right-To-Know law.

On September 19, 2024, you requested documentation which lists the total number of benches/plaques the City of DuBois has paid for and placed on city property (please specify locations) and the names on those benches and plaques, the cost and the name of the past or present city officials whose names are on those benches and/or plaques, and documentation as to who requested the purchases and if they were approved by the council. Also, documentation, if applicable, of the total number of benches the DuBois City Council would like to remove in the city parks/city property and the minutes of the meeting that this action was approved.

Your request is granted in part, and denied in part. The responsive documents that were granted are attached.

After receiving your request, we conducted a good faith, thorough search of the City of DuBois records. We have determined that DuBois does not possess any responsive documents related to your request for the total number of benches the DuBois City Council would like to remove in the city parks/city property and the minutes of the meeting that this action was approved.

You have a right to appeal this in writing to: Office of Open Records, 333 Market St., 16th Floor, Harrisburg, PA 17101-2234. Appeals can also be filed online at the Office of Open Records website, https://www.openrecords.pa.gov.

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response. See 65 P.S. § 67.1101. Please note that a copy of your original Right-to-Know request and this denial letter must be included when filing an appeal. More information about how to file an appeal under the Right-to-Know Law is available at the Office of Open Records website, https://www.openrecords.pa.gov.

If you have additional questions, please contact Shawn Arbaugh. This correspondence will serve to close this record with our office as permitted by law.

Respectfully,

Shawn Arbaugh

City Manager

City of DuBois, Clearfield County

"Gateway To Big Game Country"

Foxed to Jim Korb 2/6/23

Bench Application

DuBais Line league	G.LBCZT FAMILY
First Name	Last Name
•	
Donor Address	
Street Address	
City	State
Donor Phone***	
Great	che Grindren)
Donor Email***	
Demonstrat Majordine for Bonda Kirk	.
Requested Wording for Bench*** When life throws you	2 cure BALL, hit it
OUT OF THE PARK	·
IN MEMONY OF	ANDREW T. GLEBORT
	" G.880 "
Requested Location***	GTISTOS
DuBois Avenue Park (Top of the	Boulevard)
Walkway	
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V City Paik Destroyer	(¿ ¿ TE-BALL
Final A Co	ezhou a Benek there.
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	560 PRANO

Procedure for Purchasing Bench

Benches may be placed, subject to location availability, at the top of the boulevard, walkway, and in the park. The City will recommend the best location for the bench within the requested park, if space allows. If space is not available, a different location will be offered. The City of DuBois has final approval of verbiage on the bench.

Contact Bobbie at City of DuBois, 16 W. Scribner Avenue, DuBois, PA 15801 Telephone: 814-371-2000.

You can have up to 4 lines of lettering; maximum 40 characters left to right (if no design). Should additional lettering be desired, it can be added to the back of the bench for an additional charge.

Give the City approximately one week to review your application and discuss any problems or concerns they may have with you.

Make check payable to City of DuBois in the amount of \$3,500. (Mark in Memo Line: Bench)
Price Includes: Bench, Delivery & Installation. No tax.

The City will fax a copy of your application with the requested wording to Korb Monument.

- 6. Korb Monument will email a copy of a proof to the City of DuBois; the City will forward the proof to the email address you have provided on your Bench Application for your approval.
- 7. Once we have received your approval, Korb Monument will proceed with adding your bench to their schedule for engraving.

the threeline for placing your largely will sleps act of Roch from the continues. In largely, the weather, and the availability of the continues for the section.



CITY OF DUBOIS, PENNSYLVANIA

18 W, SCRIBNER AVE.

P.O. BOX 408

DUBDIS, PENNSYLVANIA 15801

TELEPHONE: (814) 871-2000 FAX: (814) 871-1290 TTY/TTD ONLY: (800) 654-5984

FAX MESSAGE

DATE: 2/6/23
TO: Jim Korb
FROM: Bobbie
PAGES (inc cover): 2
FAX#:

ADDITIONAL COMMENTS:

"Gateway To Big Game Country"



1.0000

City of DuBois PO Box 408 DuBois, PA 15801

INVOICE#

13-00064

ACCOUNT ID: AONETOOS INVOICE DATE: 02/06/23

A ONE TIME CUST

BENCHES

BENCHES

Bench - Dugois Little League

DuBois City Treasurer
FEB - 6 2013

FEB - 6 2013

AMOUNT QUANTITY/UNIT' SERVICE ID DESCRIPTION Berich - DuBols Little League

TOTAL DUE:

00.00**2,**E 2

3,500.00

Bench Application

DuBois Li First Name	The League G. LBC22 Last Name	- Family
Donor Address	DUBOIS LITTLE LEAGUE INC.	1423
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<u>Dubas</u>	St Bank	DOLLARS (1) STREET
7588) Zip	MESO Bench And Gilbrot	NONHINE SEC.
Donor Phone***	Greache Gulbert	>
Donor Email*** Requested Wording to	or Bench***	
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00T OF -	The PARK	<u> </u>
IN M	EMONY OF ANDREW T. QU	800
	" G1880 "	
Requested Location*	***	
	Avenue Park (Top of the Boulevard)	
Walkw	· ·	
City Pa	League Field & TEE-BACK	***Very important
	League Tela: Inc Barr	ed there.
	The desired	TY SUTTERAND

TRANSMISSION VERIFICATION REPORT

TIME : 02/06/2023 11:00 NAME : CITY OF DUBOIS FAX : 8143711290 TEL : 8143712000 SER.# : BROB4J495733

DATE, TIME FAX NO./NAME DURATION PAGE(S) RESULT MODE 02/06 10:59 0143715613 00:00:30 02 OK STANDARD ECM



CITY OF DUBOIS, PENNSYLVANIA

16 W, SCRIBNER AVE.

P.O. BOX 408

DUBOIS, PENNSYLVANIA 16601

TELEPHONE: (614) 371-2000 FAX; (814) 371-1290 TTY/TTD ONLY: (800) 654-6984

FAX MESSAGE

DATE:_	12/1	8/22	
TO:	Tim	•	,
FROM:_	Her	m	
PAGES ((inc cover):	3	
FAX #:_	_,		
ADDITIO	ONAL COM	MENTS:	

"Gateway To Big Game Country"

Procedure for Purchasing Bench

Benches may be placed, subject to location availability, at the top of the boulevard, walkway, and in the park. The City will recommend the best location for the bench within the requested park, if space allows. If space is not available, a different location will be offered. The City of DuBois has final approval of verbiage on the bench.

- 1. Contact Bobbie at City of DuBois, 16 W. Scribner Avenue, DuBois, PA 15801 Telephone: 814-371-2000.
- 2. Fill out application.
 You can have up to 4 lines of lettering; maximum 40 characters left to right (if no design). Should additional lettering be desired, it can be added to the back of the bench for an additional charge.
- 3. Give the City approximately one week to review your application and discuss any problems or concerns they may have with you.
- 4. Make check payable to City of DuBois in the amount of \$3,500. (Mark in Memo Line: Bench)
 Price Includes: Bench, Delivery & Installation. No tax.
- 5. The City will fax a copy of your application with the requested wording to Korb Monument.
- Korb Monument will email a copy of a proof to the City of DuBois; the City will
 forward the proof to the email address you have provided on your Bench Application
 for your approval.
- Once we have received your approval, Korb Monument will proceed with adding your bench to their schedule for engraving.

The timeline for placing your bench will depend of Korb Monuments schedule, the weather, and the availability of the contracted concrete provider.

BOBY/HERLY

REVIEWED YOUR INFO EVERYTHING.

LOOFS GOOD

EXCEPT FOR #5

ONCE WE CET THE LETTERING WE WILL PROVIDE A PIDOF, SO WE DON'T SEE

NEED IN HAVING THEM STOP IN

UNLESS A SPECIAL REQUEST

ONCE WE GET THE LETTERING

PLZ PROVIDE YOUR E-MIL ADDRESSS

THANK YOU

KORB MONUMENTS

DUBOIS, PA

P 1-614-371-4645

F 1-814-371-5813 ·

SINCE 1901

korbmonuments@verlzon.nei

	Bench	Application	faxed
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Street Addres	5\$	4 .4	
City City	<u>-</u>	State	
1580		State	
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Donor Email*	***		-
Requested W	Vording for Bench***		
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	DuBois Avenue Park (Top o	of the Boulevard)	- OL CAN
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Bonah	Estimate Production	2	

Bench Application

2chrece	RUGSO.
First Name	Last Name
Donor Address	
Street Address	
Du Bo i S City	PA
City	State
1580/ zip	
Donor Phone***	
Donor Email***	
Requested Wording for Bench***	
In Loving	MEMORY
Stephen h	1. RUSSO Our Hearts
Forever in	our Heart
Requested Location***	
DuBols Avenue Park (Top of	the Boulevard)
Walkway	
City Park	***Very Important



CITY OF DuBOIS, PENNSYLVANIA

16 W, SCRIBNER AVE.

P.O. BOX 408

DuBOIS, PENNSYLVANIA 15801

TELEPHONE: (814) 371-2000 FAX: (814) 371-1290 TTY/TTD ONLY: (800) 664-5984

FAX MESSAGE

DATE 3/3/23
DATE:
TO: Jim Korb
FROM: Dobbie
PAGES (inc cover):
FAX #:
ADDITIONAL COMMENTS:

"Gateway To Big Game Country"

TRAMSMISSION VERIFICATION REPORT

TIME : 03/03/2023 11:15 NAME : CITY OF DUBDIS FAX : 8143711290 TEL : 8143712000 SER.H : BROB4J495733

DATE, TIME FAX NO. /NAME DURATION PAGE (S) RESULT MODE

03/03 11:14 8149715813 00:01:04 02 OK STANDARD ECM

Bench Application

fored to Karbs 22

Debrea.	CARLSON	H.
First Name	Last Name	<u> </u>
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Donor Address		
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Street Address	0	
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City	State	^
15801		\mathcal{A}
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Donor Phone***	۵	a Wha
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Requested Wording for Bench***	_	
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Cherished Wer		
John a Marilyn	Bondurant	
Then Now d	Forever	· .
	To the Moon	& Bach!
Requested Location***		
DuBois Avenue Park (Top of the	Boulevard)	
Address Charles (India Street Personal Control Street Control Stre	70 SP000 V	
DEBRA CARISON	Date 3/17-/23 \$	itant が
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TRANSMISSION VERIFICATION REPORT

TIME : 02/21/2023 10:34 NAME : CITY OF DUBOIS FAX : 8143711290 TEL : 8143712000 SER.# : BROB4J495733

DATE, TIME FAX NO./NAME DURATION PAGE(S) RESULT MODE

02/21 10:33 8143715813 . 00:80:48 01 OK STANDARD ECM

Bench Application

DUDRA	CARLSON	
First Name	Last Name	
Donor Address		
Street Address		
DUBOIS	PA	
City	State	
15801		
Zip		
Donor Phone***		
Donor Email***		
Solida Elitari		
Requested Wording for Bench***	_	
Cherished W	remories of	
John & Marile	yn Bondurant	
Then, Now	d Forever	
· ·	To the Moon & T	Zach!
Requested Location***	•	
DuBois Avenue Park (Top of	f the Boulevard)	
Walkway	•	
City Park	. ****Very In	nportant



City of DuBois PO Box 408 DuBois, PA 15801

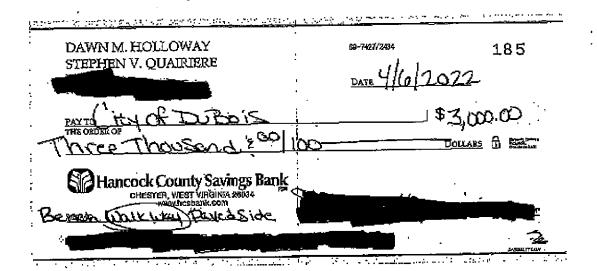
INVOICE#

13-00093

ACCOUNT ID: ADNET005

A ONE TIME CUST

AMOUNT UNITPRICE QUANTITY/UNIT SERVICE ID DESCRIPTION Bench - Carlson 3,500.0000000 3,500.00 1,0000 BENCHES BENCHES Bench - Carlson Boulevard) TOTAL DUE: \$3,500.00





CITY OF DUBOIS, PENNSYLVANIA

P.O. BOX 408

18 W. SCRIBNER AVE.

DuBOIS, PENNSYLVANIA 15801

TELEPHONE: (814) 971-2000 FAX: (814) 971-1290

INVOICE

TO.

Richard Weis Family

% Toni Butler

DATE: March 29, 2022

INV#: BUT2022

Quantity 1	Description Bench for the Walkway	Price \$3,000	.00
What would yo	u like on the bench? In LOVING Memory of Ric	haml + Arlana Me	oiq
Front:	In wing Memory of Ric	nwo i Ai lene we	
	<u> </u>		*,
Back: ,			
	RICHARD P WEIS	60-682/433	 1316
Make checks p	PAY TO THE ORDER OF THE ORDER O	DATE 5-9-1	3000,00
	MEMO BENCH		



CITY OF DUBOIS, PENNSYLVANIA

P.O. BOX 408

16 W. SCRIBNER AVE.

DuBOIS, PENNSYLVANIA 15801

TELEPHONE: (814) 371-2000 FAX: (814) 371-1290

INVOICE

TO:

Richard Weis Family

% Tonl Butler

DATE: March 29, 2022

INV #: BUT2022

Quantity 1	Description Bench for the Walkway	Price \$3,000.00
What would yo Front:	ou like on the bench? In LOVING Memory of Richar	d+Arlene Weis
Trong		
Back:		

Make checks payable to: City of DuBols "Park Bench"

"Gateway To Big Game Country"



INVOICE / RECEIPT
CITY OF DUBOIS
16 W. SCRIBNER AVENUE
PO. BOX 408
DUBOIS, PA 15801
(814) 371-2000

Killmord Was TO:

DATE:

M/4

REV. ACCT.

UNIT CHARGE

DESCRIPTION Benen - lekerkurg

EXT. CHARGE

TOTAL DUE / PAID

· 300

ANTO THE CITY OF DOLLARS

EMO BENCH

THE SALVENT COMPANY CONTINUE TO SALVER BLOCK THE BANK OF THE SALVER BAN

Walkway



INVOICE / RECEIPT
CITY OF DUBOIS
16 W. SCRIBNER AVENUE
P.O. BOX 408
DUBOIS, PA 15801
(814) 371-2000

50% Michaes

DATE:

12/14/11

REV. ACCT.

DESCRIPTION Bench

UNIT CHARGE

EXT, CHARGE

TOTAL DUE / PAID

INVOICE / RECEIPT

CITY OF DUBOIS

16 W. SCRIBNER AVENUE

PO. BOX 408

DUBOIS, PA 15801

(814) 371-2000

TO: ROYER'S 322 Motors

DATE: /2/13/2/

DESCRIPTION

DESCRIPTION

DESCRIPTION

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DESCRIPTION

DESCRIPTION

DESCRIPTION

STATE OF DUBOIS

10 JURIS 12/13/2/

EXT. CHARGE

TOTAL DUE / PAID

\$ 3,000 00

Faxed to Korb's 12/13/21 @ 2:05 p.m

PAYMENT COUPON - PLEASE DETACH AND RETURN THIS PORTION ALONG WITH YOUR PAYMENT

City of DuBois PO Box 408 DuBois, PA 15801

INVOICE#: 11-00078

DESCRIPTION: Donation for Park Bench

ACCOUNT ID: PATKNOOS

DUE DATE:

TOTAL DUE: \$3,000.00

Pat Knoblock



Constitution of the last	·		•
;	PATRICK D. KNOBLOCK	Date 2/5/21	0107
	PAY TO		je Per
•	THE ORDER OF CITY of DoBois		\$ 3,000.00 see
Raway	Three thousand and xxx/00 -		/100 DOLLARS A
	PRIORITY FIRST FEDERAL CREDIT UNION 364 MIDWAY DR. DUBOIS PA 15801-3864		
∢	MBMO Bench of walkway gignatur	8	Sscules klusses
			•



OICE / RECEIPT CITY OF DUBOIS 16 W. SCRIBNER AVENUE P.O. BOX 408 DUBOIS: PA 15801. (814)371-2000

To: Gretchen Caruso

DATE:

REV. ACCT:

DESCRIPTION

UNIT CHARGE

S&Bank

EXT, CHARGE

Sench - Heindl Field

MICHAEL J. CARUSO GRETCHEN J. CARUSO 60-804Q/**2343** 8724 5-10-2Z \$3000,00 TIMBERLAND FEDERAL CREDIT UNION Bench

RECEIPT

This receipt should be held well varified with your statement. All transcradited are subject to final settlement. Deposit, may not be evallable for immediate with drawel. For our homes service, please call 600.325.2265.

City of DuBois
Fields accor.

The Therealth

05/11/22 08:41 AN 53,000.00

Thank you for banking with SAT Bank.

\$ 935,386.81

MBERLAND

821 Beaver Drive • DuBois, PA 15801 www.timberlandfen.org (814) 371-2676 or Toll-free (800) 477-3889 Fex (814) 371-0701

H S CHECK HAS WEIGLE FIGORS, INVISIOLE PLICORESCORT PIREAS, CITIAN CAL GEACTIVE PAPEIT, AND A TRUE WATERINATI Payable Through: Vi2O Financial

60-8765 2313

yald alter 90 days

CHECK No.

143599 AMOUNT

DATE 06/20/22

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PAY: Three Thousand and no/100

PAY TO THE ORDER OF

City of DuBok

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MARCIE

BRUBAKER

PAID FOR BY
BRIAN WRUBLE: DOL
BRIAN WR HIEN FIELD

RECEIPT

S& Bank

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TR:26 21-5 D

06/21/22 09:09 AN

\$3,000.00

Thank you for banking with 9&T Bank.

RECEIPT

S& Bank

This recoipt should be held until verified with your statement. All flams credited are subject to final settlement. Deposit may not be evallable for immediate withdrawel. For customer sended, please call 800,325.4265.

city of Dusois

TK:3 21-1 05/16/22 UA:39 AM

REPOSIT \$3,000.00

NUP

'ENNSYLVANIA 15801 IONE: (814) 371-2000

/ANIA

Thank you for banking with S&T Bank.

\$938,386.31 ! #938,386.31

TO: Paul Sekula

DATE: 05/09/22 INV #: 202203

Quantity

Description

Price

1

Bench for the softball field:

\$3,000.00

What would you like on the bench?

Front:

IN MEMORY OF

THE SEKUCIA FAMILY

Make checks payable to: City of DuBols "Park Bench"

•	PAUL J SEKULA	<u>91,~685</u> 4#1	A72	185
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S&T Bank	• .	Money Market Account		- L.
38 dBank	·			

RECEIPT

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(BA11/22 19728 M)

Deposit 53,000.00

Available laborer 592,186.11

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BURCH - He and I Field

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Phone: (814) 371-4545

Toll Free: 1-800-752-1601

Fax: (814) 371-5813



November 23, 2022

Mr. Herm Suplizio City of DuBois 16 W Scribner Avenue DuBois, PA 15801

25 gray granite 4' benches engraved at \$1800.00 each.

Price does not include foundation charge.

Total \$45,000.00

Thank you,

James E. Korb

Johnshed.

rsigned _____Approved ____

Walkway	Heindl	Top Boulevard	Park	Date	Info & App Sent	Note	Sent to Korb's
Royer's	Tracy Lazar	1/25 Karen Perry for Josh Martino	2/25 LL for Andy Gilbert	1/24/2023	1/24/2023 Russo - Treasure Lake	Mail	3/3/2023
PatrickKnobloch	Brian Wruble for Marcie Brubaker	3/25 Carlson for Bondurant	4/25 Russo for Stephen Russo	1/25/2023	1/25/2023 Scott Frano	Andy Gilbert Bench - Emailed	2/6/2023
Stephen Quairiere	Paul Sekula for Yola			1/26/2023	1/26/2023 Debra Carlson	Mail	2/21/2023
Richard Weis	Gretchen Caruso						
David Miller 9/11/09	Dan Baronick - Baronick Bench						
	Suplizio Family						
	Brian Wruble - Wruble Family						
	Robert M. Nutting Family						
	Brazinski Family						
	Dave Roman Family						
	Jackie Andrulonis - David & Jordan						
	KTH Architects, Inc.						
	Hallstrom Construction, Inc.				•		
	R. Leo & Mary Ann Ferraro Family						
	9 City Benches						
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