

**HIGHLAND REDEVELOPMENT COMMISSION**  
**DISCUSSION TOPICS for STUDY SESSION - DRAFT**  
**TUESDAY, SEPTEMBER 22, 2020**  
**7:00 P.M.**

This meeting will be convened as an electronic meeting pursuant to Governor Holcomb's Executive Order 20-04, 20-09 and 20-25 now extended through 2 October 2020 by his Order 20-41, allowing such meetings, pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency.

People may observe the meeting by joining the meeting on the Zoom platform <https://zoom.us/j/94742442443?pwd=bE11NzI5WUpTdDI1VGtuZzZER1lyQT09>

Further, persons wishing to offer comment in the meeting may access the electronic meeting by using the preceding Zoom link and adding the Meeting ID: 947 4244 2443 and Password: 764005

**One tap mobile**

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Meeting ID: 947 4244 2443  
Password: 764005

Find your local number: <https://zoom.us/u/a3Rrjr0fi>

**TUESDAY, SEPTEMBER 22, 2020**  
**7:00 P.M**

1. Review of Plenary Business Meeting Agenda
2. Parking Lot Project Highway & Kennedy – Update
3. Downtown Streetlight Retrofit – Discussion
4. Container Market – Discussion
5. Wayfinding Signs - Discussion
6. Commercial Property Improvement Grant – Information for Discussion
7. Highland Main Street – Restaurant Crawl
8. SIP Lease Renewal
9. Redevelopment Commissioners Comments

**HIGHLAND DOWNTOWN REDEVELOPMENT**  
**DOWNTOWN PARKING LOT RENOVATION**  
**SW CORNER OF HIGHWAY AVENUE AND KENNEDY AVENUE**  
**HIGHLAND, INDIANA**

Pay Item	Description	Contract Qty	Unit	Unit Price	Contract Amount	Qty's to Date	Completed to Date	Expected Qty	Qty Abv or Below	Above or Below Contract Value
1	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 21,300.00	\$ 21,300.00	0.5	\$ 10,650.00	1	0	\$ -
2	TOPSOIL REMOVAL	2000	SY	\$ 5.00	\$ 10,000.00	1500	\$ 7,500.00	2000	0	\$ -
3	PAVEMENT REMOVAL	7600	SY	\$ 3.00	\$ 22,800.00	7600	\$ 22,800.00	7600	0	\$ -
4	PAVEMENT SAW-CUT	254	LF	\$ 2.00	\$ 508.00	0	\$ -	254	0	\$ -
5	AGGREGATE BASE REMOVAL AND HAUL OFF	1300	CY	\$ 14.00	\$ 18,200.00	800	\$ 11,200.00	1300	0	\$ -
6	CLEARING, GRUBBING & TREE REMOVAL	1	LS	\$ 10,900.00	\$ 10,900.00	0.75	\$ 8,175.00	1	0	\$ -
7	UNCLASSIFIED EXCAVATION	500	CY	\$ 43.00	\$ 21,500.00	200	\$ 8,600.00	500	0	\$ -
8	POLE REMOVAL	5	EA	\$ 198.00	\$ 990.00	5	\$ 990.00	5	0	\$ -
9	TEMPORARY SILT FENCE	1100	LF	\$ 2.00	\$ 2,200.00	400	\$ 800.00	1100	0	\$ -
10	TEMPORARY INLET PROTECTION	7	EA	\$ 110.00	\$ 770.00	7	\$ 770.00	7	0	\$ -
11	CLEAN EXISTING PIPE	540	LF	\$ 6.00	\$ 3,240.00	0	\$ -	540	0	\$ -
12	STORM STRUCTURE REPAIR ALLOWANCE (\$2,000.00) (REMOVED)	1	LS	\$ 2,000.00	\$ 2,000.00	0	\$ -	1	-1	\$ (2,000.00)
13	STORM STRUCTURE FRAME AND GRATE ADJUSTMENT	2	EA	\$ 500.00	\$ 1,000.00	0	\$ -	2	0	\$ -
14	WATER SERVICE LINE, 2 IN. ,AWWA Compliant	197	LF	\$ 42.00	\$ 8,274.00	197	\$ 8,274.00	197	0	\$ -
15	B-BOX	1	EA	\$ 3,900.00	\$ 3,900.00	1	\$ 3,900.00	1	0	\$ -
16	SEWER, SANITARY LATERAL, CONNECTIONS	125	LF	\$ 69.00	\$ 8,625.00	125	\$ 8,625.00	125	0	\$ -
17	REINFORCED CONCRETE RETAINING WALL (REMOVED)	55	CY	\$ 818.00	\$ 44,990.00	0	\$ -	0	-55	\$ (44,990.00)
18	CONCRETE BARRIER CURB	2210	LF	\$ 25.00	\$ 55,250.00	0	\$ -	2210	0	\$ -
19	CURB, HMA	270	LF	\$ 30.00	\$ 8,100.00	0	\$ -	270	0	\$ -
20	STAMPED ASPHALT SIDEWALK	610	SY	\$ 105.00	\$ 64,050.00	0	\$ -	610	0	\$ -
21	1.5" SURFACE HMA, 9.5MM, 165 LB/SY	510	TON	\$ 61.00	\$ 31,110.00	0	\$ -	510	0	\$ -
22	2.0" BINDER COURSE, .19MM, 220 LB/SY	680	TON	\$ 53.00	\$ 36,040.00	0	\$ -	680	0	\$ -
23	8" AGGREGATE BASE COURSE, INDOT #53 STONE	1385	CY	\$ 43.00	\$ 59,555.00	800	\$ 34,400.00	1385	0	\$ -
24	TRACK COAT	6222	SY	\$ 0.32	\$ 1,991.04	0	\$ -	6222	0	\$ -
25	LINE, PAINT, SOLID, WHITE, 4 IN.	3000	LF	\$ 0.70	\$ 2,100.00	0	\$ -	3000	0	\$ -
26	BIKE PATH 2.5" BITUMINOUS SURFACE COURSE, 275 LB/SY	85	TON	\$ 63.00	\$ 5,355.00	0	\$ -	85	0	\$ -
27	BIKE PATH 6" AGGREGATE BASE COURSE, INDOT #53 STONE	100	CY	\$ 53.00	\$ 5,300.00	100	\$ 5,300.00	100	0	\$ -
28	GUARDRAIL	120	LFT	\$ 57.00	\$ 6,840.00	0	\$ -	120	0	\$ -
30	LIGHT POLE, 30 FT. E.M.H. 4.0 FT. MAST ARM, ANCHOR BASE	10	EA	\$ 3,650.00	\$ 36,500.00	0	\$ -	10	0	\$ -
31	CONDUIT, PVC, 2 IN. SCHEDULE 40	1450	LF	\$ 10.00	\$ 14,500.00	0	\$ -	1450	0	\$ -
32	TOPSOIL	550	CY	\$ 38.00	\$ 20,900.00	0	\$ -	550	0	\$ -
33	BARRICADE, III-A	60	LF	\$ 26.00	\$ 1,560.00	60	\$ 1,560.00	60	0	\$ -
34	OUTDOOR DRINKING WATER FOUNTAIN ELKAY MODEL #LK4420DB	1	EA	\$ 7,410.00	\$ 7,410.00	0	\$ -	1	0	\$ -
35	BIKE RACK, KAY PARK, MODEL KP1082C	2	EA	\$ 1,580.00	\$ 3,160.00	0	\$ -	2	0	\$ -
36	BENCH MODEL, KAY PARK, KPVB48PC	2	EA	\$ 2,360.00	\$ 4,720.00	0	\$ -	2	0	\$ -
37	TRASH RECEPTACLE, WEBCOAT, MODEL WCTR32DMLN	1	EA	\$ 1,500.00	\$ 1,500.00	0	\$ -	1	0	\$ -
38	PUBLIC RESTROOM BUILDING	1	LS	\$ 199,500.00	\$ 199,500.00	0	\$ -	1	0	\$ -
39	SEEDING OF DISTURBED AREAS	1	LS	\$ 3,240.00	\$ 3,240.00	0	\$ -	1	0	\$ -
					Original Contract: \$ 751,366.04					

\$ (46,990.00) Summary Credit from Orig. Contract

**CHANGE ORDER ITEMS**

1	TEMPORARY FENCING FOR BIKE PATH DETOUR	1	LS	\$ 2,789.58		0	\$ -	1	0	\$ 2,789.58
2	ELECTRICITY TO DOOR JAMB	1	LS	\$ 950.00		0	\$ -	1	0	\$ 950.00
3	3/4" TAPPING SLEEVE AND VALVE	1	LS	\$ 500.00		0	\$ -	1	0	\$ 500.00
4	COPPER WATER SERVICE	1	LS	\$ 14,152.00		0	\$ -	1	0	\$ 14,152.00
5	ELECTRICAL ADDITIONS FOR CAR CHARGERS, CAMERAS, BUCKEY CROSSING	1	LS	\$ 19,574.00		0	\$ -	1	0	\$ 19,574.00

\$ 133,544.00

Total Adjustments: \$ (9,024.42)

Current Contract Amount: \$ 742,341.62

Completed to Date: \$ 133,544.00

\$ 37,965.58 Change Order Costs



**TOWN OF HIGHLAND REDEVELOPMENT COMMISSION  
COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM GUIDELINES  
2020 PROGRAM**

The COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM is a competitive grant that encourages property/business owners to renovate, restore and improve building facades and/or interior tenant space. It is intended to provide financial assistance for significant façade and/or interior improvements. The goal of the program is to encourage the growth of a vibrant and thriving retail climate within the Highland Redevelopment Area I, attract retail growth, additional business traffic and catalyze investment through improved aesthetics of aging commercial properties. By making noticeable enhancements within the Highland Redevelopment Area I the urban environment will improve and thereby impact the overall downtown revitalization efforts of the community.

Grants will be awarded for up to 30% of the approved project improvements total. Projects over \$15,000.00 will have priority, however, the Redevelopment Commission reserves the right to review projects under \$15,000.00. The maximum grant awarded for a property will be \$40,000.00. The Commercial Property Improvement Grant Program will award a maximum of \$100,000.00 in total grant money in any given year as based on the Redevelopment Department budget fund amount approved during the annual budget process each year.

Grants are made on a reimbursement basis, following an application procedure, design review and approval, and final construction. Reimbursement is contingent upon submittal of original invoices from contractors and tradesmen and inspection of the work by the Highland Building and Inspection Department and Redevelopment Commission agents. Grant funds may vary from year to year and will be awarded at the discretion of the Highland Redevelopment Commission. A business property within the Highland Redevelopment Area I will generally be eligible for one grant per year. However, the Highland Redevelopment Commission maintains the right to award multiple grants each year depending on available funds. Only buildings with original construction dates of thirty-five (35) years or older will be considered.

**Eligible Commercial Property Improvement Grant Projects:**

- Intended grant recipient properties are to be located in the Highland Redevelopment Area I (Downtown and Kennedy Avenue Corridor) and priority will be given to buildings located within the area. (*See attached map*)
- The Highland Redevelopment Commission has the discretion to grant funds to other significant buildings outside the Highland Redevelopment Area I (*see attached map*) if the need for improvement and benefit to the community is deemed to be substantial. Any exception must be approved through a resolution of the Highland Redevelopment Commission.

**Façade Improvement Grant Guidelines:**

The grant must be for exterior front façade enhancements or a side building elevation if located on a corner lot or paralleling a public space such as a park, bike trail, public gathering spot, parking lot or pedestrian way. Front and side elevations of the same building will be considered one project.

## COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM GUIDELINES

### 2019 PROGRAM

#### Page 2

#### Eligible Activities

- Restoration of original façade and/or other activities that restore the original exterior architecture;
- New façade if it meets the current design standards, guidelines and product specifications of the Highland Municipal Code, Section 214.180: RD-Redevelopment District, town ordinance and building code, and Americans with Disabilities Act Guidelines.
- Cornices, decorative detail, or awnings;
- Enhanced exterior building lighting that creates a noticeably enhanced appearance (replacement of current lighting that is simply repair and does not enhance the appearance of the building, such as replacement of inoperable fixtures, is not included), signs, window display areas;
- Significant masonry cleaning and restoration modification (if part of overall design restoration; general building maintenance repairs are not included);
- Exterior painting (not brick surfaces) or cleaning that incorporates a major visual change (maintenance painting does not qualify); Exterior cladding;
- Storefront entry systems and individual window and door replacement or modification if part of the larger façade improvement (general building maintenance repairs are not included);
- Work associated with reconfiguration of nonconforming roofs that are a portion of the front façade and are intended to be visible from the sidewalk across the street;
- Architectural fees associated with the façade improvements, and
- The use of genuine natural stone veneer, genuine natural stone thin veneer, genuine fired clay-based brick veneer and genuine fired clay-based brick thin veneer materials is encouraged. Eligibility and reimbursement for manufactured/cast stone veneer and thin veneer; manufactured/cast brick thin veneer and other similar materials is at the discretion of the Redevelopment Commission; and should only be used at a minimum seven (7) feet above the level of the ground floor finished elevation.
- Landscaping as part of the streetscape;

#### Ineligible Activities

- Interior work;
- Routine maintenance;
- Activities not visible from the public right-of-way, unless a necessary component of the façade improvement work exists;
- Demolition;
- Acquisition of property;
- Refinancing existing loans;
- Working capital;
- Inventory;
- Building permit or inspection fees;
- Security fencing or gates;
- Sidewalks or paving;
- Repair or creation of features not consistent with the design standards set for the area; and
- General contracting if provided by owner.

**COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM GUIDELINES  
2019 PROGRAM**

*Page 3*

**Interior Improvement Grant Guidelines:**

The grant must be used for interior commercial property enhancements, renovation or restoration. It may not be used for new construction.

**Eligible Activities**

- Painting, interior design and/or cleaning;
- Lighting fixtures;
- Flooring repair or new installation;
- Ceiling repair or new installation;
- Interior doors and woodworking;
- Plumbing, mechanical, electrical & HVAC;
- Hazardous materials abatement, such as asbestos removal;
- Compliance with the Americans with Disabilities Act (ADA);
- Historic restoration of original interior features and/or other activities that restore the original interior architecture;
- Installation of commercial kitchen equipment or other space specific equipment installation;  
and
- Architectural fees associated with the interior improvements.

**Ineligible Activities**

- Furniture such as tables, chairs, couches, display racks and other similar fixtures;
- Temporary or moveable cubicles or partitions to subdivide space;
- Office equipment including computers, telephones, copy machines and similar items;
- Renovating space on a speculative basis to attract new tenants;
- Moving or relocation expenses;
- Working capital;
- Inventory;
- Demolition or acquisition of property;
- Building Permit Fees and/or Inspections;
- Repair or creation of features not consistent with the design standards set for the area; and
- General contracting if provided by owner.



**COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM GUIDELINES  
2019 PROGRAM**

*Page 4*

**Guidelines and Application Process**

- No work that has already been started will be eligible for funding through this grant.
- The applicant must be the owner of the building, or if a lessee, must have written permission from the building owner for the proposed work.
- If the applicant is a lessee the lease term must be a minimum of five to ten (10) years depending on the current age of the business;
- If a recipient breaks or violates the lease term, a repayment of grant dollars will be due based on the number of years remaining in the lease;
- Recipients must be willing to join the Highland-Griffith Chamber of Commerce;
- Recipients must support, through a cash donation of \$100.00 or more, a local Highland charitable 501(c)(3) organization, the School Town of Highland and/or the Highland Main Street Downtown Arts District.
- Whenever possible, local (Lake County) contractors, tradesmen and materials should be used for the work. All contractors and tradesmen should be licensed in their field as required by the Town of Highland permit review and approval process.
- Building in question must be a minimum of 35 years old having been built no later than 1983.
- Project eligibility is at the full discretion of the Highland Redevelopment Commission.
- All rules and guidelines are subject to change at any time.
- Applicants must complete the attached form and submit for approval, with the listed supporting documents, to the Highland Redevelopment Commission.
- The applicant must obtain all required building permits from the Town of Highland Building and Inspection Department.
- Funding will NOT be provided for work that deviates from the originally approved application unless changes were approved by the Highland Redevelopment Commission.
- Following is a link to the design standards found on the Town of Highland website:  
[www.highland.in.gov](http://www.highland.in.gov)
- Upon completion of all approved project work, copies of all contractor receipts and a letter/receipt copy for the charitable donation, as outlined above, must be presented to the Redevelopment Office for review and an inspection of the completed work conducted before any grant funds will be disbursed.
- Projects must be completed within one (1) year of approval. After one (1) year the applicant must re-apply for grant funds, with no guarantee that funds will be available.

**Applicant's Certifications**

The Applicant certifies that all information in this application and all information furnished in support of this application, given for the purpose of obtaining a Commercial Property Improvement Grant under the Highland Main Street Bureau Commercial Property Improvement Grant are true and complete to the best of the Applicant's knowledge and belief. I have read and understand the procedures and agree to

follow the Commercial Property Improvement Grant process. I am submitting documentation as requested.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***COMPLETE AND RETURN THIS APPLICATION WITH ATTACHMENTS TO:***

Highland Redevelopment Commission  
Attn: Kathy DeGuilio-Fox, Redevelopment Director  
3333 Ridge Road, Highland, Indiana 46322  
Phone: 219-972-7598  
Email to: [kdeguilio-fox@highland.in.com](mailto:kdeguilio-fox@highland.in.com)

HIGHLAND REDEVELOPMENT COMMISSION  
COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM APPLICATION

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Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Owner: \_\_\_\_\_

Business Owner Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Key Number: \_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_

*(This is the 18-digit number that identifies property in Indiana)*

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Estimated Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Total Cost of Project: \$ \_\_\_\_\_

Owner Commitment: \$ \_\_\_\_\_

Commercial Property Improvement Grant Program Commitment (30% maximum): \$ \_\_\_\_\_

**Please attach the following supporting documents:**

Attachment #1: Project scope of work, including architectural renderings, color samples, product specifications/cut sheets and/or other manufacturer product information.

Attachment #2: Photos of existing building and close-up photos of areas to be improved.

Attachment #3: Professional cost estimates from contractors, architects and tradesmen. Include cost estimates for both the materials and labor. One alternate estimate must be provided for comparison.

Attachment #4: A copy of your lease agreement/letter of intent and written permission of the building owner, if the applicant is not the owner.



# HIGHLAND REDEVELOPMENT AREA





**SEPTEMBER**

*restaurant  
crawl*

The Counter

Dan's Pierogies

Growlers

Jose's Family Restaurant

Langel's Pizza

Maria's Buena Cocina

Sip Coffee House 2

Traditions

Sakura Bowl

Tuesday, September 29, 5-9 pm

# **AGENDA FOR PLENARY MEETING**

## **HIGHLAND REDEVELOPMENT COMMISSION**

This meeting will be convened as an electronic meeting pursuant to Governor Holcomb's Executive Order 20-04, 20-09 and 20-25 and now extended by Executive Order 20-41 through 2 October 2020 allowing such meetings, pursuant to IC 5-14-1.5-3.6 for the duration of the emergency.

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**Password:** 764005

Find your local number: <https://zoom.us/u/a3Rrjr0fj>

**MONDAY, SEPTEMBER 22, 2020**

**7:00 P.M.**

*DRAFT*

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### **Reorganization:**

- **Redevelopment Director Kathy DeGuilio-Fox will call the meeting to order.**
- **Redevelopment Director Kathy DeGuilio-Fox will cause the selection of Commission officers.**

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### **Roll Call:**

**Commissioner Jack Havlin  
Commissioner Cyril Huerter  
Commissioner Robyn Radford  
Commissioner Renee Reinhart  
Commissioner Tony Washick**

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### **Minutes of Previous Sessions:**

1. **Approve Minutes of Study Session and Plenary Business Meeting of August 25, 2020.**

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### **Special Orders:**

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### **Public Comment:**



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**Communications:**

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**Unfinished Business and General Orders:**

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**New Business:**

1. **Approval of Highland Redevelopment Commission Downtown Parking Lot Renovation Change Orders Numbers 1-5.**

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**Action to Pay Accounts Payable Vouchers:**

094	Redevelopment General	\$	13,896.12
095	Highland Economic Development	\$	0.00
096	Redevelopment Capital	\$	0.00
098	Downtown Redevelopment District Allocation Area	\$	120,189.60
101	Redevelopment Bond & Interest	\$	0.00
107	Cardinal Campus Allocation	\$	0.00
250	CEDIT Econ. Dev. Income Tax Fund	\$	<u>6,001.30</u>
	<b>TOTAL</b>	\$	<b>140,087.02</b>

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**Business from the Commissioners:**

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**Next Meeting:** The next full Study Session will be October 13, 2020 and convene at 7:00 PM. The next Plenary Meeting will be held on October 27, 2020 and convene immediately following the Study Session. A study session will precede the plenary meeting at 7:00 PM and reconvene following the plenary business meeting if necessary. The next meeting of Highland Main Street is scheduled for Thursday, October 1, 2020 at 6:30 PM in the Upper Conference room of the Town Hall.

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## CHANGE ORDER APPROVAL FORM

PROJECT: Downtown Parking Lot Renovation CHANGE ORDER #: 1  
SW Corner of Highway Ave and Kennedy Ave DATE: 7/24/2020  
Highland, IN CONTRACTOR: Grimmer Construction Inc.

CHANGE ORDER DESCRIPTION:

Bike Path Detour  
Extra Cost for the Temporary Fencing for the Bike Path Detour

Original Contract Amount:	\$ <u>751,366.04</u>
Net Change by Previous Change Orders:	\$ <u>-</u>
Contract Amount Prior to This Change Order:	\$ <u>751,366.04</u>
Amount of This Change Order (Add/Deduct):	\$ <u>2,789.58</u>
New Contract Amount Including this Change Order:	\$ <u>754,155.62</u>
Change in Contract Time:	<u>0</u>

Approved By: \_\_\_\_\_  
Highland Redevelopment Commission

Date: \_\_\_\_\_

Approved By:   
Weaver Consultants Group

Date: 8/24/2020

Approved By: \_\_\_\_\_  
Grimmer Construction Inc.

Date: \_\_\_\_\_

### CHANGE ORDER APPROVAL FORM

PROJECT: Downtown Parking Lot Renovation CHANGE ORDER #: 2  
SW Corner of Highway Ave and Kennedy Ave DATE: 8/3/2020  
Highland, IN CONTRACTOR: Grimmer Construction Inc.

CHANGE ORDER DESCRIPTION:

Electricity to 2 Entry Door Jambs in Public Restroom Building

Original Contract Amount:	\$	<u>751,366.04</u>
Net Change by Previous Change Orders:	\$	<u>2,789.58</u>
Contract Amount Prior to This Change Order:	\$	<u>754,155.62</u>
Amount of This Change Order (Add/Deduct):	\$	<u>950.00</u>
New Contract Amount Including this Change Order:	\$	<u>755,105.62</u>
Change in Contract Time:		<u>0</u>

Approved By: \_\_\_\_\_  
Highland Redevelopment Commission

Date: \_\_\_\_\_

Approved By: John J. Tallot  
Weaver Consultants Group

Date: 8/24/2020

Approved By: \_\_\_\_\_  
Grimmer Construction Inc.

Date: \_\_\_\_\_



### CHANGE ORDER APPROVAL FORM

PROJECT: Downtown Parking Lot Renovation CHANGE ORDER #: 3  
SW Corner of Highway Ave and Kennedy Ave DATE: 8/11/2020  
Highland, IN CONTRACTOR: Grimmer Construction Inc.

CHANGE ORDER DESCRIPTION:

4" Tapping Sleeve and Valve in Place of 2" Direct Tap

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Original Contract Amount:	\$	<u>751,366.04</u>
Net Change by Previous Change Orders:	\$	<u>3,739.58</u>
Contract Amount Prior to This Change Order:	\$	<u>755,105.62</u>
Amount of This Change Order (Add/Deduct):	\$	<u>500.00</u>
New Contract Amount Including this Change Order:	\$	<u>755,605.62</u>
Change in Contract Time:		<u>0</u>

Approved By: \_\_\_\_\_  
Highland Redevelopment Commission

Date: \_\_\_\_\_

Approved By: John J. Talbot  
Weaver Consultants Group

Date: 8/24/2020

Approved By: \_\_\_\_\_  
Grimmer Construction Inc.

Date: \_\_\_\_\_

### CHANGE ORDER APPROVAL FORM

PROJECT: Downtown Parking Lot Renovation CHANGE ORDER #: 4  
SW Corner of Highway Ave and Kennedy Ave DATE: 8/20/2020  
Highland, IN CONTRACTOR: Grimmer Construction Inc.

CHANGE ORDER DESCRIPTION:

Open Cut 2" Copper Water Service and Parking Pavement Patching

Original Contract Amount:	\$	<u>751,366.04</u>
Net Change by Previous Change Orders:	\$	<u>4,239.58</u>
Contract Amount Prior to This Change Order:	\$	<u>755,605.62</u>
Amount of This Change Order (Add/Deduct):	\$	<u>14,152.00</u>
New Contract Amount Including this Change Order:	\$	<u>769,757.62</u>
Change in Contract Time:		<u>0</u>

Approved By: \_\_\_\_\_  
Highland Redevelopment Commission

Date: \_\_\_\_\_

Approved By:  \_\_\_\_\_  
Weaver Consultants Group

Date: 8/24/2020

Approved By: \_\_\_\_\_  
Grimmer Construction Inc.

Date: \_\_\_\_\_

### CHANGE ORDER APPROVAL FORM

PROJECT: Downtown Parking Lot Renovation CHANGE ORDER #: 5  
SW Corner of Highway Ave and Kennedy Ave DATE: 9/10/2020  
Highland, IN CONTRACTOR: Grimmer Construction Inc.

CHANGE ORDER DESCRIPTION:

Additional Electrical work for Charging Stations Security Cameras plus Additional work for Buckeye Stipulations

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Original Contract Amount:	\$	<u>751,366.04</u>
Net Change by Previous Change Orders:	\$	<u>18,391.58</u>
Contract Amount Prior to This Change Order:	\$	<u>769,757.62</u>
Amount of This Change Order (Add/Deduct):	\$	<u>19,574.00</u>
New Contract Amount Including this Change Order:	\$	<u>789,331.62</u>
Change in Contract Time:		<u>0</u>

Approved By: \_\_\_\_\_  
Highland Redevelopment Commission

Date: \_\_\_\_\_

Approved By: John J. Tallbot  
Weaver Consultants Group

Date: 9/14/2020

Approved By: \_\_\_\_\_  
Grimmer Construction Inc.

Date: \_\_\_\_\_



GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund 094 REDEVELOPMENT GENERAL

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
094-0000-09000	REFUND FOR 2020 CAR CRUISE SP	88577	1 SOURCE PRIVATE INVESTIGAT	REFUND FOR 2020 CAR CRUISE SPONSO	350.00	✓
094-0000-20003	COVID SUPPLIES	88552	ABLE PAPER & JANITORIAL	COVID SUPPLIES	55.00	✓
094-0000-20003	OFFICE SUPPLIES	88553	OFFICE DEPOT, INC	OFFICE SUPPLIES	59.99	✓
094-0000-20003	PRINTER STAND & SUPPLIES	88550	PULSE TECHNOLOGY OF INDIANA	PRINTER STAND & SUPPLIES	264.30	✓
094-0000-31001	LEGAL FEES- AUGUST	88551	ABRAHAMSON, REED & BILSE	LEGAL FEES- AUGUST	285.00	✓
094-0000-31003	GENERAL ENGINEERING SERVICES	88561	NIES ENGINEERING, INC.	GENERAL ENGINEERING SERVICES	407.40	✓
094-0000-34023	HEALTH INS	88305	TOWN OF HIGHLAND INS FUND (	SEPTEMBER 2020 HEALTH/LIFE INS PR	1,994.23	✓
094-0000-34043	LIFE INS	88305	TOWN OF HIGHLAND INS FUND (	SEPTEMBER 2020 HEALTH/LIFE INS PR	15.88	✓
094-0000-35008	UTILITIES-2811 JEWETT	88554	NORTHERN IN PUBLIC SERVICE	UTILITIES- 2811 JEWETT	201.12	✓
094-0000-35008	UTILITIES- 2821 JEWETT	88555	NORTHERN IN PUBLIC SERVICE	UTILITIES-2821 JEWETT	111.04	✓
094-0000-35008	STORM- 2605 CONDIT	88556	TOWN OF HIGHLAND UTILITIES	STORM- 2605 CONDIT	10.14	✓
094-0000-35008	STORM- 8610 KENNEDY	88557	TOWN OF HIGHLAND UTILITIES	STORM- 8610 KENNEDY	10.14	✓
094-0000-35008	STORM- 8612 KENNEDY	88558	TOWN OF HIGHLAND UTILITIES	STORM-8612 KENNEDY	10.14	✓
094-0000-35008	STORM- 8618 KENNEDY	88559	TOWN OF HIGHLAND UTILITIES	STORM- 8618 KENNEDY	40.67	✓
094-0000-35008	STORM- 8620 KENNEDY	88560	TOWN OF HIGHLAND UTILITIES	STORM- 8620 KENNEDY	40.67	✓
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	88281	PAYROLL ACCOUNT	8/28PRL D/S TRANSFER REDEVELOPMEN	5,162.06	✓
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	88439	PAYROLL ACCOUNT	9/11PRL D/S TRANSFER REDEVELOPMEN	4,878.34	✓
			Total For Dept 0000		13,896.12	✓
			Total For Fund 094 REDEVELOPMENT GENERAL		13,896.12	✓

Fund 098 DOWNTOWN REDEV DISTRICT ALLOC

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
098-0000-44066	DOWNTOWN CONSTRUCTION INVOICE	88549	GRIMMER CONSTRUCTION	DOWNTOWN CONSTRUCTION INVOICE 1	120,189.60	✓
			Total For Dept 0000		120,189.60	✓
			Total For Fund 098 DOWNTOWN REDEV DISTRICT ALLOC		120,189.60	✓

Fund 250 CREDIT ECON. DEV. INCOME TAX FUND

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
250-0000-35010	GRANT PLANNING SERVICES	88563	KARNERBLUE ER, LLC	GRANT PLANNING SERVICES	750.00	✓
250-0000-35010	CONSTRUCTION ADMIN SERVICES	88548	ROHN ASSOC ARCHITECTS & PLA	CONSTRUCTION ADMIN SERVICES	525.00	✓
250-0000-35010	ENGINEERING SERVICES	88562	WEAVER HOLDINGS,LLC	ENGINEERING SERVICES	4,726.30	✓
			Total For Dept 0000		6,001.30	✓
			Total For Fund 250 CREDIT ECON. DEV. INCOME TAX FUND		6,001.30	✓

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND  
EXP CHECK RUN DATES 08/27/2020 - 09/23/2020  
BOTH JOURNALIZED AND UNJOURNALIZED

09/14/2020 01:16 PM  
User: DMJ  
DB: Highland

GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund Totals:

Fund 094 REDEVELOPMENT GENERAL	13,896.12	
Fund 098 DOWNTOWN REDEV DISTRICT	120,189.60	
Fund 250 CREDIT ECON. DEV. INCOME	6,001.30	
	<u>140,087.02</u>	✓