

**Enrolled Minutes of the Forty-Sixth Regular or Special Meeting
For the Twenty-Ninth Highland Town Council
Regular Plenary Meeting (Electronic/Hybrid)
Monday, August 09, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, August 09, 2021 at 6:30 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

This meeting was convened as an *electronic and in person meeting*, pursuant to Governor Holcomb's Executive Order 20-04 and 20-09 allowing such meetings pursuant to IC 5-14-1.5-3.7 for the duration of the COVID-19 public health emergency, extended by Executive Order No. 21-18. Some persons were participating remotely on a Zoom platform that allowed for real time interaction between and among all the Town Council and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When an agenda item provided for public comment, this was supported as well. All members of the Town Council were present in person.

The Town Council President, Roger Sheeman, presided. The Town Clerk-Treasurer, Michael W. Griffin, was present in person to memorialize the proceedings. The meeting was opened with Councilor Herak reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Mark J. Schocke, Thomas Black and Roger Sheeman. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained. Councilors Zemen, Herak, Schocke, Black, and Sheeman all participated in person.

Additional Officials Present: John Reed, Town Attorney; Scott Bilse, Attorney with Abrahamson, Reed & Bilse; Mark Knesek, Public Works Director; Peter Hojnicki, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation; Kathy DeGuilio-Fox, Redevelopment Director; and Kenneth J. Mika, Building Commissioner, were present. All participated electronically except for the Redevelopment Director and the Building Commissioner who participated in person.

Also present: Michael Blejsky, and Liz Breslin of the Community Events Commission; and Ed Dabrowski IT Director (Contract) and Board of Waterworks Directors were all present in person.

Guests: Les Thresher, Architect commissioned by F&E Ventures, LLC; Scott Yahne, Attorney for F&E Ventures, LLC; Errol Singleton and Frank Carruso, principals from F&E Ventures, LLC; Kelly Webb Roberts and Brian Webb both of Webb Hyundai were present in person; Theresa Badovich of the Idea Factory was present remotely.

Minutes of the Previous Meeting:

The minutes of the regular meeting of July 26, 2021, were approved by general consent.

Special Orders:

1. Consideration of Proposed Additional Appropriations: (controlled funds): Proposed Additional Appropriations in Excess of the 2021 Budget for the Police Department of the Corporation General Fund in the amount of **\$281.87**.

(a) Attorney verification of Proofs of Publication: The TIMES 29 July 2021. John Reed, Town Attorney, indicated that the proof of publication was in order.

- (b) **Public Hearing.** The Town Council President called the public hearing to order. There were no remonstrances or written comments. The hearing was closed.
- (c) **Action on Appropriation Enactment No. 2021-37:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Police Department of the Corporation General Fund, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Herak introduced and moved the consideration of Enactment No. 2021-37 at the same meeting of its introduction. Councilor Schocke seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Herak moved the passage and adoption of Enactment No. 2021-37 at the same meeting of its introduction. Councilor Schocke seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted at the same meeting of its introduction.

TOWN OF HIGHLAND
 APPROPRIATION ENACTMENT
 Enactment No. 2021-37

An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Police Department of the Corporation General Fund, all pursuant to I.C. 6-1.1-18, I.C. 36-5-3-5, et seq.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Police Department of the Corporation General Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levy set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Police Department in the Corporation General Fund** and for the purposes herein specified, subject to the laws governing the same:

CORPORATION GENERAL FUND

Police Department

| | | |
|--|--|------------------|
| Acct. 001-0009-36001 Equipment Maintenance | | \$ <u>281.87</u> |
| | Total 300 Series: | \$ <u>281.87</u> |
| | Total for the Department: | \$ <u>281.87</u> |
| | TOTAL for the FUND: | \$ <u>281.87</u> |
| | TOTAL INCREASE FOR DEPARTMENT and FUND: | \$ <u>281.87</u> |

Section 2. That pursuant to Chapter 3.05 of the Highland Municipal Code, the proper purchasing agency may proceed to authorize the purchase provided the additional appropriation is approved by the Commissioner of the Department of Local Government Finance;

Section 3. That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of this action and that these moneys be made available for expenditure **subject to an order** of the Commissioner, pursuant to IC 6-1.1-18.

Section 4. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 9th Day of August 2021. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 9th Day of August 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

/s/Roger Sheeman, President (IC 36-5-2-10)

ATTEST:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

2. **Advisory Board of Zoning Appeals Docket:** Petition for a Use Variance for the location commonly referred to as 8945-8955 Indianapolis Boulevard, **Highland**, which is an overlay district, to allow the petitioner the use of a car wash/auto laundry. The use from HMC Section 18.55.050(C)(h) via HMC Section 18.115.050. The property has an existing business use of B-3 General Business District. Petitioner: **F&E Ventures, LLC, c/o Scott Yahne, Esq.**, 9301 Calumet Avenue, Munster, In 46321. The Advisory Board of Zoning Appeals by a vote of three (3) in favor and one (1) opposed acted to **favorably recommend the request for the use variance** for the property. The ABZA acted at its meeting of 23 June 2021. The findings of fact were memorialized and the board approved the facts in written form at its meeting of 29 July 2021. (90 days ends 21 September 2021). This tolls from the making of the recommendation. If the Town Council does not act before the end of the 90 days, the recommendation of the Advisory Board of Zoning Appeals will obtain.

*Pursuant to IC 36-7-4-918.6, the Town Council may either **accept the favorable recommendation** and GRANT the requested use variance or it may **reject (over rule) the favorable recommendation** and DENY the use variance. If **not** acted upon by the Town Council within 90 days after the ABZA makes its recommendation, the action of the Advisory Board of Zoning Appeals stands.*

- (a) *Opportunity for Comment.* Les Thresher, Architect commissioned by F&E Ventures, LLC; Scott Yahne, Attorney for F&E Ventures, LLC; Errol Singleton and Frank Caruso, principals from F&E Ventures, LLC were present and offered comments in support of the petition for the use variance. Mr. Yahne presented to the members of the town council a signed letter from businesses nearby favoring the use variance.

There was a colloquy between the petitioner, the petitioner's legal counsel and members of the Town Council regarding the use and the particulars at the location for the auto laundry.

- (b) *Action by the Town Council.* Councilor Herak moved to **reject** the favorable recommendation and to **deny** the use variance requested by the petitioner. However, it did not reach the full council because the motion did not obtain a second.

Councilor Zemen moved that the favorable recommendation be accepted and the use variance be granted. The motion was seconded by Councilor Black.

Amendment to motion. Councilor Herak moved to amend the favorable recommendation to include an added condition that hours of operation be fixed at 8:00 .a.m. to 6:00 p.m. and that the alley be unused by the petitioner. The motion was seconded by Councilor Schocke. Upon a roll call vote, there were three negatives and two affirmatives. With Councilors Zemen, Black and Sheeman voting in the negative and Councilors Herak and Schocke voting in the affirmative, the motion did not pass. The amendment was not approved.

Motion pending. Upon a roll call vote, there were four affirmatives and one negative. With Councilors Zemen, Schocke, Black, and Sheeman voting in the affirmative and Councilor Herak voting in the negative, the motion passed. The favorable recommendation was accepted and the use variance was granted.

It was noted that there was still much work regarding plan commission oversight under the development standards ordinances.

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Comments from Visitors

There were no comments made.

Staff Reports: The following staff reports were received and filed.

• **Building & Inspection Report for July 2021**

| Permit Type | Number | Residential | Commercial | Est. Cost | Fees |
|-------------------------------------|-----------|-------------|------------|-----------------------|--------------------|
| Commercial Buildings: | 0 | 0 | 0 | \$0.00 | \$0.00 |
| Commercial Additions or Remodeling: | 8 | 0 | 8 | \$1,134,112.00 | \$20,926.50 |
| Signs: | 2 | 0 | 2 | \$8,244.00 | \$600.00 |
| Single Family: | 0 | 0 | 0 | \$0.00 | \$0.00 |
| Duplex/Condo: | 0 | 0 | 0 | \$0.00 | \$0.00 |
| Residential Additions: | 0 | 0 | 0 | \$0.00 | \$0.00 |
| Residential Remodeling: | 0 | 0 | 0 | \$0.00 | \$0.00 |
| Garages: | 1 | 1 | 0 | \$25,000.00 | \$702.00 |
| Sheds: | 0 | 0 | 0 | \$0.00 | \$0.00 |
| Decks & Porches: | 1 | 1 | 0 | \$1,000.00 | \$252.00 |
| Fences: | 21 | 20 | 1 | \$124,181.00 | \$4,083.00 |
| Swimming Pools: | 5 | 5 | 0 | \$0.00 | \$540.00 |
| DrainTile/ Waterproofing: | 7 | 7 | 0 | \$77,062.00 | \$2,050.50 |
| Miscellaneous | 10 | 10 | 0 | \$70,330.00 | \$2,341.00 |
| TOTAL: | 55 | 44 | 11 | \$1,439,929.00 | \$31,495.00 |
| Electrical Permits | 27 | 19 | 8 | | \$3,343.00 |
| Mechanical Permits | 13 | 10 | 3 | | \$1,559.00 |
| Plumbing Permits | 24 | 13 | 11 | | \$3,241.85 |
| Water Meters | 0 | 0 | 0 | | \$0.00 |
| Water Taps | 0 | 0 | 0 | | \$0.00 |
| Sewer/Storm Taps | 0 | 0 | 0 | | \$0.00 |
| TOTAL Plumbing: | 24 | 13 | 11 | | \$3,241.85 |

July Code Enforcement:

Investigations: 073
Citations: 001
Warnings: 073

July Inspections:

Building: 37 Electrical: 38 Plumbing: 16 HVAC: 10
Pool Inspections: 12 Electrical Exams: 3

• **Fire Department Report for July 2021**

| <u>Type of Call</u> | <u>Month</u> | <u>YTD</u> |
|----------------------|--------------|-----------------------|
| General Alarms | 08 | 69 |
| Paid Still Alarms | 35 | 180 |
| Still Alarms | 05 | 20 |
| Total Alarms: | 48 | Calls YTD: 269 |

• **Workplace Safety Report for July 2021**

There was one workplace incident to report in July. The following report was filed.

| Department | Injuries this Month | Year to Date 2021 | Total in 2020 | Restricted Days 2021 | Lost Workdays This Year (2021) | Restricted Days Last Year (2020) | Lost Workdays Last Year (2020) |
|---------------|---------------------|-------------------|---------------|----------------------|--------------------------------|----------------------------------|--------------------------------|
| Parks | 0 | 0 | 2 | 0 | 0 | 0 | 0 |
| Fire | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| Police | 1 | 2 | 2 | 0 | 0 | 0 | 0 |
| Street | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| Water & Sewer | 0 | 2 | 2 | 32 | 0 | 93 | 81 |
| Maint. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 1 | 5 | 7 | 32 | 0 | 93 | 81 |

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

Appointments:

The Town Council President invited action regarding any appointments from the Town Council. There was none.

Unfinished Business and General Orders:

1. **Proposed Enactment No. 2021-35:** An Enactment Appropriating Additional Monies in Excess of the Annual Budget From Monies Received as a Grant from the State or Federal Government, pursuant to I.C. 6-1.1-18-7.5, I.C. 36-5-3-5 et seq.

Councilor Herak introduced and moved the consideration of Enactment N. 2021-35 at the same meeting of its introduction. Councilor Black seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and one negative. With Councilors Zemen, Herak, Black and Sheeman voting in the affirmative and Councilor Schocke voting in the negative, the motion did not obtain a unanimous vote. The enactment could not be considered at the same meeting of its introduction.

It was noted that the matter would be placed on the agenda for the next plenary meeting. At that time, a only three affirmative votes would be necessary for passage and adoption.

2. Application for ERA Abatement filed by Webb Hyundai.

- (a) **Resolution No. 2021-39:** A Resolution Of The Town Council Of The Town Of Highland, Indiana Granting Indiana Land Trust Company TR #120086 (Dba: Webb Hyundai, L.L.C.) An Assessed Valuation Deduction (Tax Abatement) For Tangible Real Property Under Indiana Code 6-1.1-12.1, For Property Located At 9236 Indianapolis Boulevard.

(If passed, then a meeting of the Economic Development Commission will be convened to establish an EDTA, to further perfect the action.)

With leave from the Town Council, Mr. Brian Webb and Kelly Webb Roberts were recognized. Mr. Webb was invited to offer remarks in support of the tax abatement application as presented. Mr. Webb described generally the improvements contemplated.

With leave from the Town Council, Councilor Schocke was allowed to engage in an extended colloquy with Mr. Webb regarding the proposed abatement, including the rationale for it and the need for it. It was noted that the Webb family has operated their businesses for 61 years in Highland.

Councilor Herak and Councilor Schocke discussed the manner in which the value of the abatement is calculated, noting that ultimately its value would depend upon the final property tax rate each year of the deduction period and the assessed value of the improvement as ascertained by the Lake County Assessor, who performs the assessments in North Township. It was further noted that abatements were used to induce the Circle GMC/Buick and Highland Volkswagen to locate the town.

Councilor Herak moved to pass and adopt Resolution No. 2021-39. Councilor Zemen seconded. Upon a roll call vote, there were three affirmatives and two negatives. With Councilors Zemen, Herak and Sheeman voting in the affirmative and Councilors Schocke and Black voting in the negative, the motion passed. The resolution was adopted and the abatement was granted for a five year period at 100% of value of the improved addition.

**TOWN OF HIGHLAND, INDIANA
RESOLUTION NO. 2021-39**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND, INDIANA GRANTING INDIANA LAND TRUST COMPANY TR #120086 (DBA: WEBB HYUNDAI, L.L.C.) AN ASSESSED VALUATION DEDUCTION (TAX ABATEMENT) FOR TANGIBLE REAL PROPERTY UNDER INDIANA CODE 6-1.1-12.1, for PROPERTY LOCATED AT 9236 INDIANAPOLIS BOULEVARD

WHEREAS, Indiana Code 6-1.1-12.1 *et seq.*; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities and installation of new machinery and equipment in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, The Act provides that such Economic Revitalization Areas are areas within the Town which have:
"...become undesirable for, or impossible of, normal development, and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings or other factors which have impaired values or prevent a normal development of property or use of property", and

WHEREAS, Pursuant to Resolution No. 2012-07 adopted on January 16, 2012, as confirmed by Resolution No. 2021-10 adopted on January 30, 2012, the Town Council (the "Town Council") of the Town of Highland, Indiana (the "Town"), designated a certain area located within the Town as the Highland Redevelopment Area as an economic revitalization area (an "ERA") pursuant to Indiana Code 6-1.1-12.1 *et seq.* (the "Act"), under Section 2.5;

WHEREAS, Resolution No. 2012-10 remains in full force and effect;

WHEREAS, **Webb Hyundai, L.L.C.** (the "Company") has filed with the Town Council a **Statements of Benefits Real Property Improvements (FORM SB-1/Real Property)** dated **July 30, 2021** attached hereto as **EXHIBIT A** and a Highland Tax Abatement Application attached hereto as an **EXHIBIT B** proposing

real property improvements, more specifically related to (the "Project"), estimated to be completed on or prior to December 31, 2022 and to be fully assessed on or prior to January 1, 2023;

WHEREAS, A Statement of Benefits Real Property (FORM SB-1/Real Property) was submitted to the Town Council as the designating body before and prior to the construction, renovation, redevelopment or installation of real property improvements related to the Project for which the Company desires to request an assessed valuation deduction;

WHEREAS, The Company's real property located at 9236 Indianapolis Boulevard in the Town (real property parcel number 45-07-29-279-036.000-026) is within the boundaries of a designated ERA, and therefore the Town Council may make a determination pursuant to IC 6-1.1-12.1-3(b) based upon the evidence as to whether Company shall be allowed an assessed valuation deduction or real property,

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Town Council of the Town of Highland as follows:

Section 1. That the actions of the Town Council of the Town of Highland, Indiana are based upon the evidence as presented by **Webb Hyundai, L.L.C.** upon review of the FORM SB-1/Real Property as well as other pertinent information provided by the Town and upon the following findings and determinations pursuant to IC 6-1.1-12.1-3(b):

- (A) The Project is reasonable for a project of its nature;
- (B) The estimated number of individuals who will be employed or whose employment will be retained can reasonably be expected to result from the construction, renovation, redevelopment or installation of real property improvements related of the Project;
- (C) The estimated annual salaries of those individuals who will be employed or whose employment will be retained can reasonably be expected to result from the from the construction, renovation, redevelopment or installation of real property improvements related of the Project; and
- (D) The totality of the benefits is sufficient to justify an assessed valuation deduction on the Project;

Section 2. That the Town Council acknowledges that the Project is located within a designated allocation area of the Commercial Corridors Redevelopment Area, more specifically TIF Code 050-03-026 and State Code T45453, also commonly known as the Commercial Corridors Allocation Area;

Section 3. That assessed valuation deduction(s) (Tax Abatement) from tangible real property shall be applied only to the Company's qualified real property improvements to be located at **9236 Indianapolis Boulevard** in the Town (real property parcel number **45-07-29-279-036.000-026**);

Section 4. That the Town Council hereby grants an assessed valuation deduction (Tax Abatement) from tangible real property as subject such limitation as may be indicated on the (SB 1) Section D, **to be completed by December 31, 2022 for full assessment on the January 1, 2023**, for an abatement period of **five (5) years** to the Company in accordance with IC 6-1.1-12.1-3(c) and IC 6-1.1-12.1-17(b) as it relates to the Project;

Section 5. That the Town Council hereby grants an assessed valuation deduction (Tax Abatement) of real property with an abatement schedule provided below pursuant IC 6-1.1-12.1-17(b) consistent with the above abatement period as it relates to the Project, as follows:

| Approved Abatement Period Schedule: | |
|--|-----------------------------|
| <i>Tangible real property improvements:</i> | |
| a. To be installed and placed into service by December 31, 2022; | |
| b. Construction as completed is limited to the following assessment date: January 1, 2023; | |
| Year of Abatement Period | Deduction Percentage |
| Year One (1) | 100% |
| Year Two (2) | 100% |
| Year Three (3) | 100% |
| Year Four (4) | 100% |
| Year Five (5) | 100% |

Section 6. That having received as attached hereto documentation under (**EXHIBIT C**) as a condition of approval of the FORM SB-1/Real Property (FORM SB-1/RE), the Company as the property owner, including all subsequent property owner(s), during the abatement period for which an ERA assessed valuation deduction is applied, waives its rights to appeal real property improvement assessed valuations of the Project or within the Project area of the ERA associated with real property parcel number 45-07-29-279-036.000-026 unless deemed to be a clerical error of assessment application or a mathematical error, such that the Town Council as the legislative body of the Town reserves the right to waive the above condition included in this Resolution upon submission of a reasonable written request of the Property Owner, including all subsequent property owner(s);

Section 7. That having received as attached hereto documentation under (**EXHIBIT D**) as a condition of approval of the FORM SB-1/Real Property (FORM SB-1/RE), the town Council directs:

(A) That the Company as the property owner, including all subsequent property owner(s), during the abatement period for which an ERA assessed valuation deduction is applied, waives its rights to request or file an additional or supplementary assessed valuation deductions, credits or exemptions, on tangible property investments identified in said FORM SB-1 whether available to a property owner as of the date of this Resolution or which subsequently may be authorized by the state of Indiana Legislature to tangible real property improvements to be constructed, built related to the Project or within the Project area of the ERA;

(B) That this condition is not intended to preclude the property owner, including all subsequent property owner(s), from filing future FORM SB-1s as a result of additional investments in tangible real property related to the Project or within the Project area of the ERA;

(C) That the Highland Town Council as the legislative body of the Town reserves the right to waive the above condition included in this Resolution upon written request of the property owner, including all subsequent property owner(s);

Section 8. That the Town Council may impose a fee on the tax savings realized by the Company pursuant to Section 14 of the Act as a result of the application of an ERA deduction as calculated and applied by the Office of the Lake County, Indiana Auditor;

Section 9. That having received the consent of the Company in accordance with Section 14(b) of the Act, a copy of which is attached hereto as **EXHIBIT E** and is made a part hereof and incorporated herein, and pursuant to Section 14(b) of the Act, for each year the Company's real property tax liability is reduced by an assessed valuation deduction related specifically to the construction and the full assessment of real property as a result of the Project, the Company shall pay to the Lake County, Indiana Treasurer a fee in the amount computed and determined by the Lake County, Indiana Auditor pursuant to the provisions of Section 14(c) of the Act (the "Imposed Fee") such that:

1. **The Town Council hereby determines that fifteen percent (15%) shall be the percentage to be applied by the Lake County, Indiana Auditor for purposes of STEP TWO of Section 14(c) of the Act;**
2. **Accordingly, for each year the Imposed Fee is payable by the Company, the Imposed Fee shall be equal to the lesser of One Hundred Thousand Dollars (\$100,000) or fifteen percent (15%) of the additional amount of real property taxes that would have been paid by the Company during that year if the deductions approved in this Resolution had not been in effect, i.e., 15% of the Company's real property tax savings attributable to a deduction from the assessed valuation from the Project; and**
3. **Pursuant to Section 14(d) of the Act, the Imposed Fee, as collected, shall be distributed to the Highland, Indiana Redevelopment Commission as a tax exempt governmental (nonprofit) entity established to promote economic development within the corporate limits of the Town as determined by the Town Council as the designating body.**

Section 10. That the Company has agreed to the imposed reasonable conditions during the abatement period upon approval of an assessed valuation deduction for real property as herein specified and authorized under Section 2(i)(6) of the Act and to be included under Item D (page 2) of the approved FORM SB-1/Real Property;

Section 11. That the Town agrees not to exercise the discretion to impose a claw back provision as attached hereto under **EXHIBIT F** for tax savings any tax years in which the Company reasonably complies with:

1. **The Statement of Benefits, the annual filings required pursuant to the Act, the conditions of this Resolution, and the reasonable and timely payment of an applicable Imposed Fee during the five (5) year abatement period for which an ERA assessed valuation deduction is applied to an assessment date.**
2. **The employment benchmarks and targets identified in the Statement of Benefits as reached over the three year period.**

Section 12. That the Town's Clerk-Treasurer is hereby directed to cause the filing of all appropriate approval documents related to this Resolution with the **Office of the Assessor for Lake County, Indiana** as it applies to this Resolution and the approval of the Company's assessed valuation deduction, more specifically the following documents or information:

1. **The Statement of Benefits, as approved, properly completed consistent with this Resolution and as signed and attested by the appropriate Town officials;**
2. **A certified copy of this Resolution; and**
3. **An approved and signed copy of the minutes of the meeting at which the Town Council approved this Resolution and the Statement of Benefits.**

Section 13. That the final determination of the amount of assessed valuation deduction as applied to the Project for real property improvements shall be made by the appropriate Lake County or State of Indiana agency;

Section 14. That along with the application, an Application Fee shall be paid, hereby fixed in the amount of \$250.00 to defray actual processing and administrative costs, pursuant to Section 14.20.220 of the Highland Municipal Code;

Section 15. That the forgoing approval of the Economic Revitalization Area (ERA) is subject to and contingent upon the favorable recommendation by the Economic Development Commission and then approval by ordinance of the Town Council of an Economic Development Target Area (EDTA) for this property, all pursuant to IC 6-1.1-12.1-7(a)(1);

Section 16. That if any part, clause, or portion of this Resolution shall be adjudged invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of this Resolution as a whole or any other part, clause, or portion of this Resolution.

DULY RESOLVED and NOT PASSED 9th Day of August 2021, by the Town Council of the Town of Highland, Lake County, Indiana, acting as the designating body, having sustained a vote of 3 in favor and 2 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/ Roger Sheeman , President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC; 1-1-4-1(5);IC 36-5-6; IC 36-5-6-7)

EXHIBIT A

**Statements of Benefits Real Property Improvements
INDIANA LAND TRUST COMPANY TR #120086
(DBA: WEBB HYUNDAI, L.L.C.)**



**STATEMENT OF BENEFITS
 REAL ESTATE IMPROVEMENTS**
 State Form 5176r (08 / 10-14)
 Prescribed by the Department of Local Government Finance

This statement is to be completed for real property that qualifies under the following Indiana Code (check one box):
 Redevelopment or rehabilitation of real estate improvements (IC 6-1-1-12.1-4)
 Residentially distressed area (IC 6-1-1-12.1-4.1)

INSTRUCTIONS:

- This statement must be submitted to the body designating the Economic Revitalization Area prior to the public hearing if the designating body requires information from the applicant in making its decision about whether to designate an Economic Revitalization Area. Otherwise, this statement must be submitted to the designating body BEFORE the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction.
- The statement of benefits form must be submitted to the designating body and the area designated an economic revitalization area before the initiation of the redevelopment or rehabilitation for which the person desires to claim a deduction.
- To obtain a deduction, a Form 322RFE must be filed with the County Auditor before May 10 in the year in which the addition to assessed valuation is made or not later than thirty (30) days after the assessment notice is mailed to the property owner if it was mailed after April 10. A property owner who failed to file a deduction application within the prescribed deadline may file an application between March 1 and May 10 of a subsequent year.
- A property owner who files for the deduction must provide the County Auditor and designating body with a Form CF-1/Real Property. The Form CF-1/Real Property should be attached to the Form 322RFE when the deduction is first claimed and then updated annually for each year the deduction is applicable. IC 6-1-1-12.1-5.1(f)
- For a Form SB-1/Real Property that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. For a Form SB-1/Real Property that is approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. IC 6-1-1-12.1-17

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| 2023 PAY 20 24 |
| FORM SB-1 / Real Property |
| PRIVACY NOTICE Any information concerning the cost of the property and specific salaries paid to individual employees by the property owner is confidential per IC 6-1-1-12.1-5.1. |

| SECTION 1 TAXPAYER INFORMATION | | | | | |
|---|-------------------------|--------------------------------------|--|---|---|
| Name of taxpayer Indiana Land Trust Company TR#120086 | | | | | |
| Address of taxpayer (number and street, city, state, and ZIP code) 9236 Indianapolis Blvd. Highland, Indiana 46322 | | | | | |
| Name of contact person Kelly Webb Roberts | | Telephone number (815) 230-6109 | | E-mail address Kelly@webbcars.com | |
| SECTION 2 LOCATION AND DESCRIPTION OF PROPOSED PROJECT | | | | | |
| Name of designating body Town of Highland | | | | | Resolution number |
| Location of property 9236 Indianapolis Blvd. Highland, Indiana 46322 | | | County Lake County | | DLGF taxing district number 45026 |
| Description of real property improvements, redevelopment, or rehabilitation (use additional sheets if necessary) See Attached... | | | Estimated start date (month, day, year) August 30, 2021 | | Estimated completion date (month, day, year) May 1, 2022 |
| SECTION 3 ESTIMATE OF EMPLOYEES AND SALARIES AS RESULT OF PROPOSED PROJECT | | | | | |
| Current number 38.00 | Salaries \$50,000.00 | Number retained 38.00 | Salaries \$50,000.00 | Number additional 15.00 | Salaries \$50,000.00 |
| SECTION 4 ESTIMATED TOTAL COST AND VALUE OF PROPOSED PROJECT | | | | | |
| REAL ESTATE IMPROVEMENTS | | | | | |
| | | | COST | | |
| | | | ASSESSED VALUE | | |
| Current values | | | 3,500,000.00 | | 1,349,000.00 |
| Plus estimated values of proposed project | | | 3,500,000.00 | | 1,680,000.00 |
| Less values of any property being replaced | | | -200,000.00 | | 0.00 |
| Net estimated values upon completion of project | | | 6,700,000.00 | | 3,029,000.00 |
| SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER | | | | | |
| Estimated solid waste converted (pounds) 0.00 | | | Estimated hazardous waste converted (pounds) 0.00 | | |
| Other benefits | | | | | |
| | | | | | |
| SECTION 6 TAXPAYER CERTIFICATION | | | | | |
| I hereby certify that the representations in this statement are true. | | | | | |
| Signature of authorized representative <i>Kelly Webb Roberts</i> | | | | Date signed (month, day, year) July 30, 2021 | |
| Printed name of authorized representative Kelly Webb Roberts | | | | Title President | |

EXHIBIT B

Town of Highland Tax Abatement Application

Project Palisade Tax Abatement Application Exhibit & Drawings

As presented in our initial letter and presentation, this truly is a special project to The Webb Family. Not only does Project Palisade commemorate the 50th Anniversary of the Webb Automotive Group, but it reaffirms their financial commitment to in the Town of Highland by electing to reinvest in your community while retaining the jobs of the local 38 FTEs that the business currently employs. As a direct outcome of this project, it is anticipated that Project Palisade will result in the creation of an additional 15 new permanent jobs and 20 temporary construction jobs in the local community.

Within **three years** of the proposed project, it is anticipated Project Palisade will create 15 new permanent jobs at Webb Hyundai of Highland. This represents a new annual payroll increase between \$700,000.00 - \$750,000.00 will retaining the jobs of the local 38 FTEs that the business currently employs with the annual payroll of approximately \$1,900,000.00. The projected annual salaries for the newly created positions are as follows:

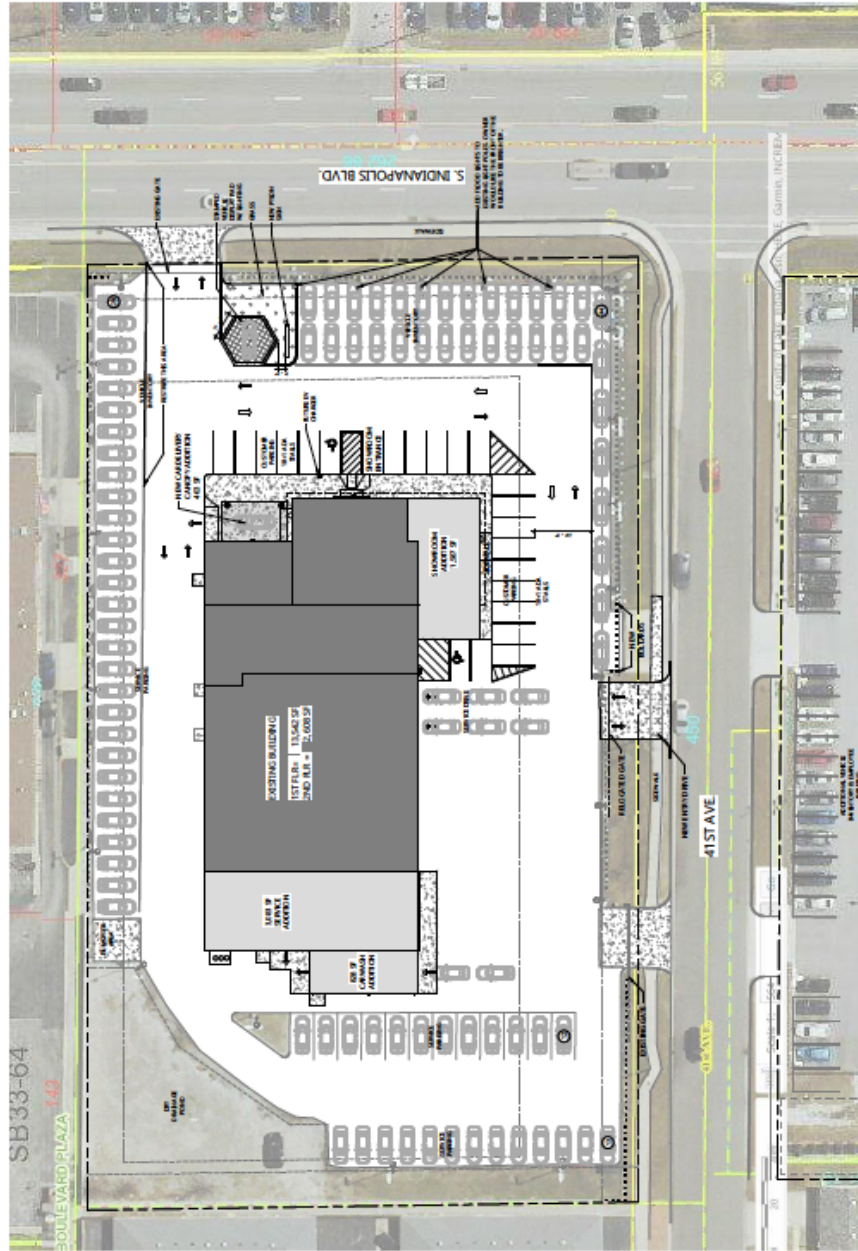
- 5 sales positions at \$50,000.00 - \$75,000.00
- 4 technician positions at \$60,000.00 - \$80,000.00
- 6 clerical and support positions at \$20,000.00 - \$30,000.00

LEGAL DESCRIPTION

Deed Into Trust
Indiana Land Trust Company
Instrument No. 2014-068316

LOT 1, RUDOLPH ADDITION TO THE TOWN OF HIGHLAND, AS PER PLAT THEREOF, RECORDED IN PLAT BOOK 94 PAGE 5
IN THE OFFICE OF THE RECORDER OF LAKE COUNTY, INDIANA.

The balance of this page is blank intentionally.



| PERMITS/FEES | |
|-------------------------|------|
| STATE ELECTRICAL PERMIT | 1000 |
| STATE MECHANICAL PERMIT | 1000 |
| STATE PLUMBING PERMIT | 1000 |
| STATE FIRE PERMIT | 1000 |
| STATE SANITARY PERMIT | 1000 |
| STATE WATER PERMIT | 1000 |
| STATE GAS PERMIT | 1000 |
| STATE CONCRETE PERMIT | 1000 |
| STATE FOUNDATION PERMIT | 1000 |
| STATE STRUCTURE PERMIT | 1000 |
| STATE SIGN PERMIT | 1000 |
| STATE TRAILER PERMIT | 1000 |
| STATE UTILITY PERMIT | 1000 |
| STATE WASTE PERMIT | 1000 |
| STATE WATER PERMIT | 1000 |
| STATE GAS PERMIT | 1000 |
| STATE CONCRETE PERMIT | 1000 |
| STATE FOUNDATION PERMIT | 1000 |
| STATE STRUCTURE PERMIT | 1000 |
| STATE SIGN PERMIT | 1000 |
| STATE TRAILER PERMIT | 1000 |
| STATE UTILITY PERMIT | 1000 |
| STATE WASTE PERMIT | 1000 |

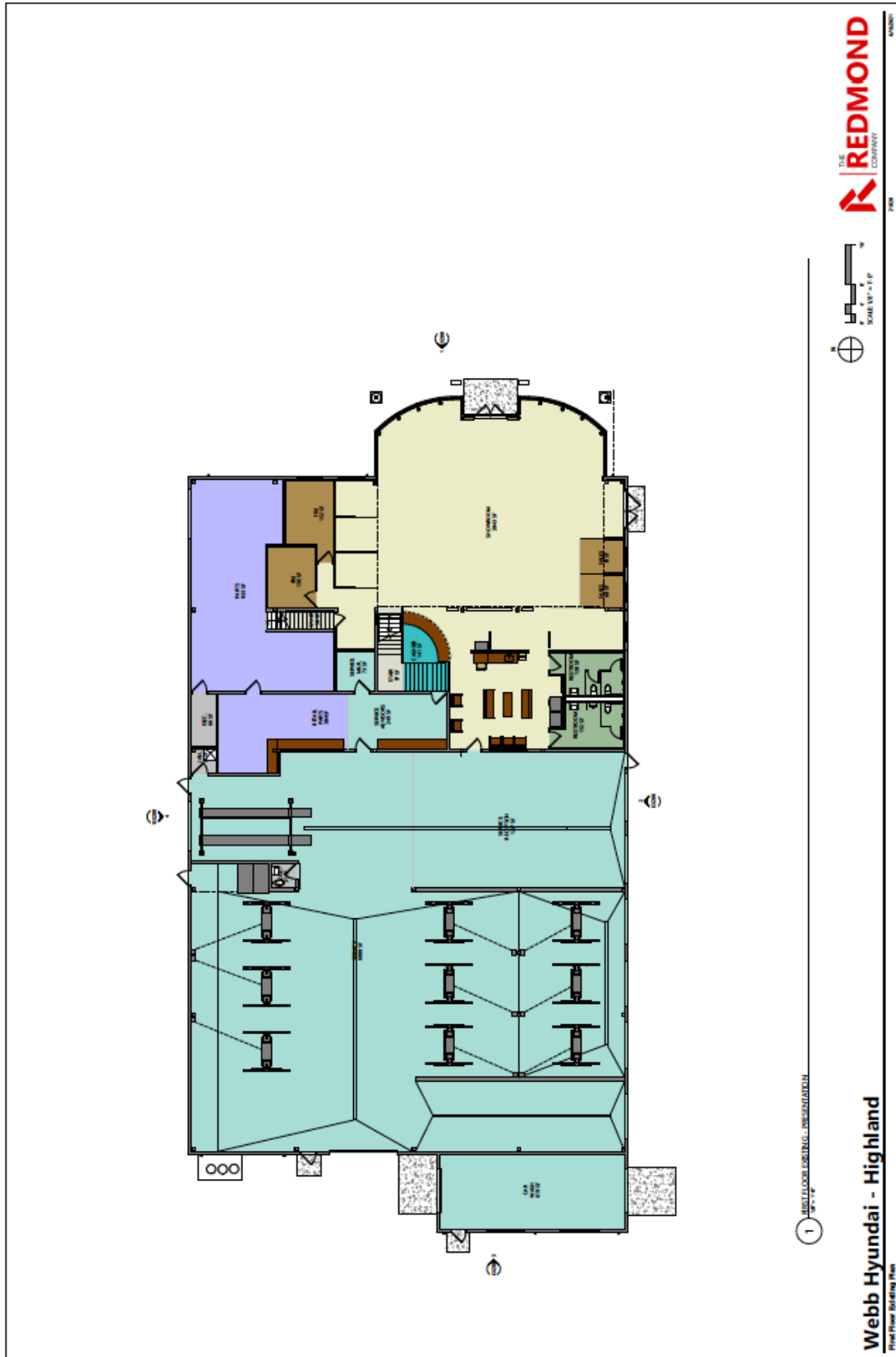


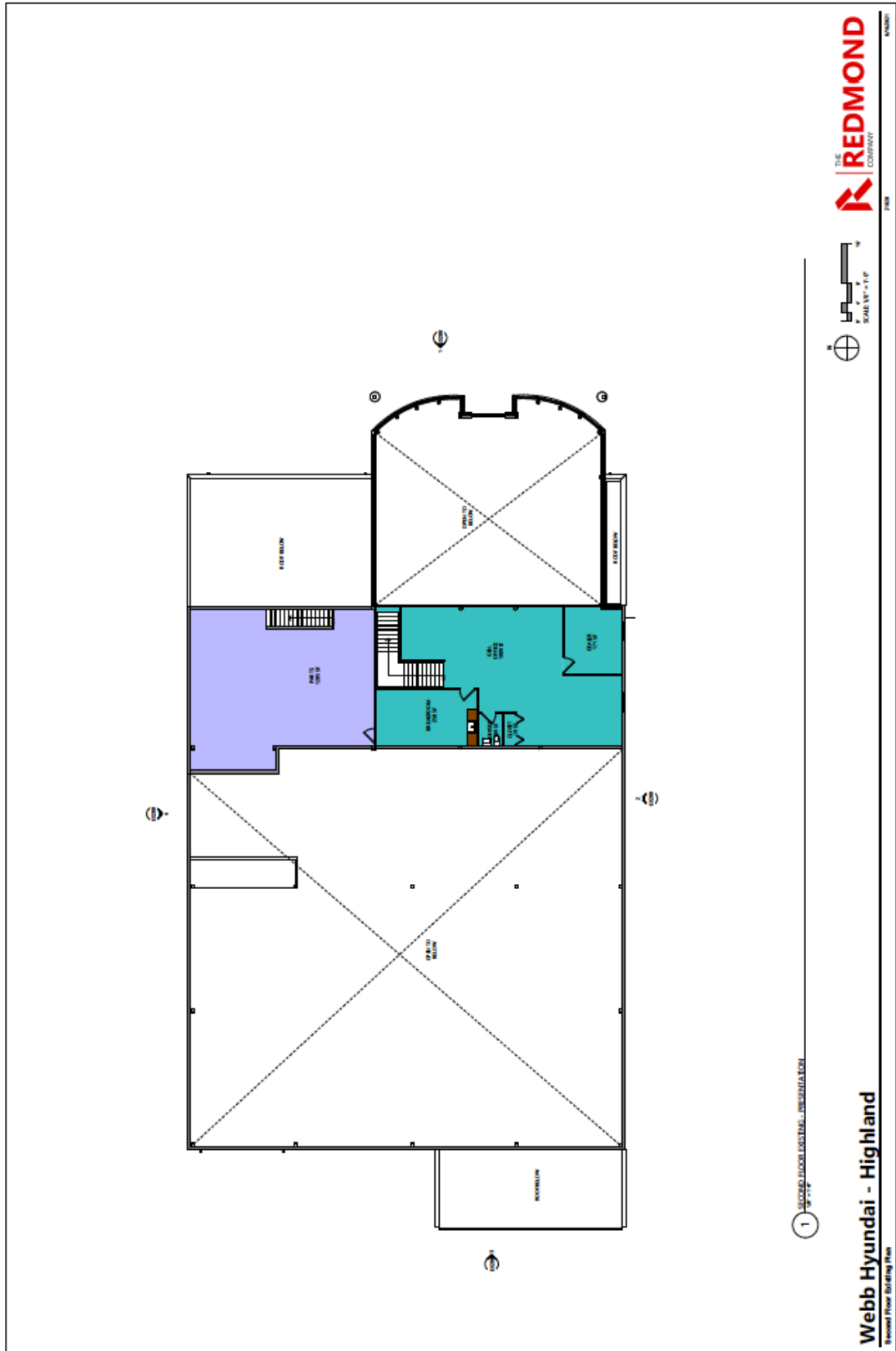
1 SITE PLAN

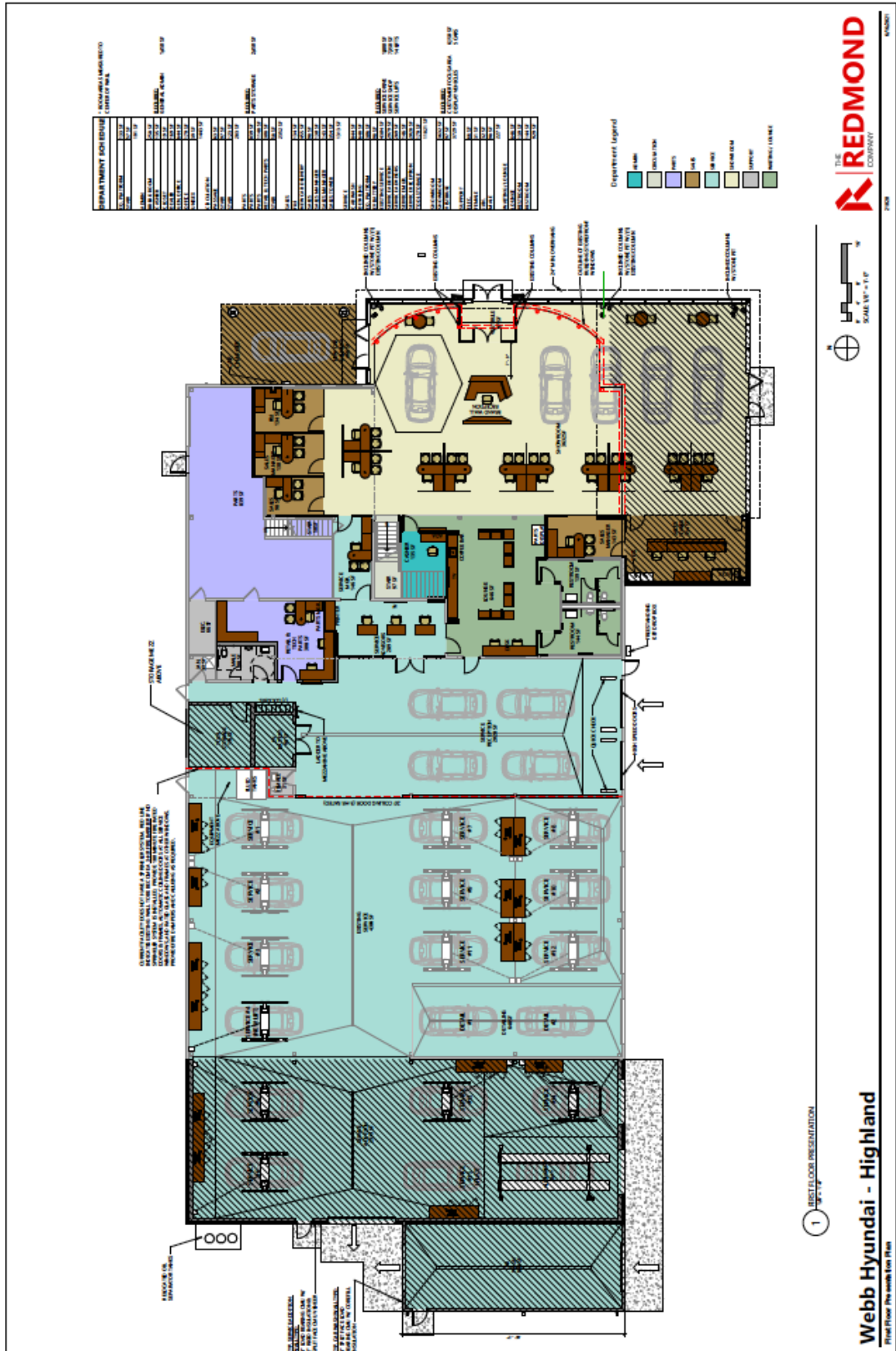
Webb Hyundai - Highland

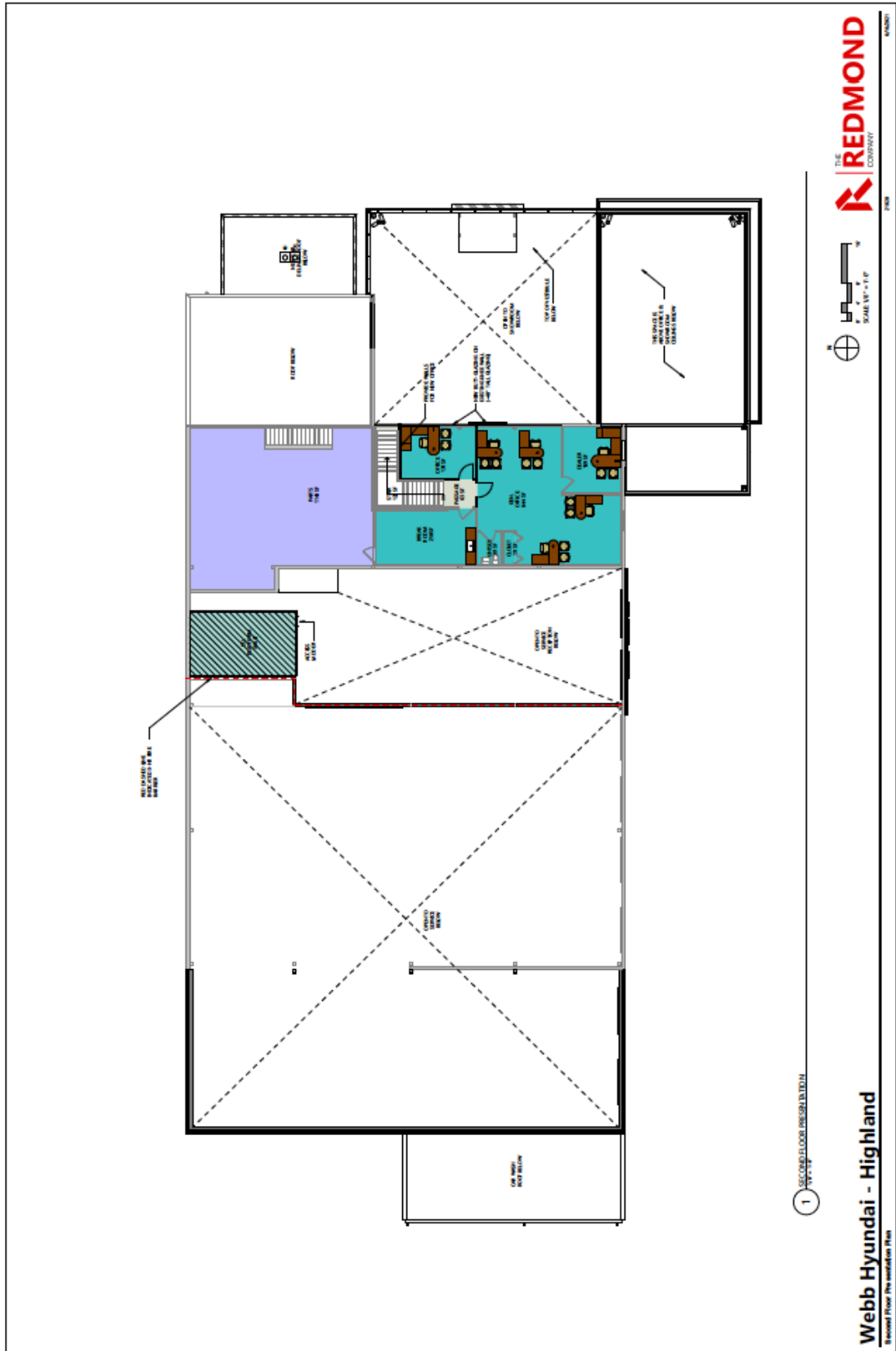
2021.08.09

2021.08.09











1 3D View from SE



2 3D View from NE

Webb Hyundai - Highland
3D Views

EXHIBIT C

Company as the Property Owner:

Waiver of Its Rights to
Appeal Real Property Improvement Assessed Valuations of The Project or within the Project area of the ERA

EXHIBIT C

March 24, 2021

Roger Sheeman, President
Common Council of the Town of Highland
Office of the Clerk Treasurer
3333 Ridge Road
Highland, Indiana 46322

RE: Company as the Property Owner – Waiver of Its Rights to
Appeal Real Property Improvement Assessed Valuations

Dear Councilman Sheeman,

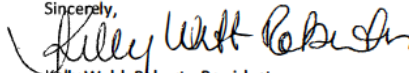
Webb Hyundai, LLC as the property owner of real property located at 9236 Indianapolis Boulevard (45-07-29-279-036.000-026) has submitted a Form SB-1/Real Property (Statement of Benefits) signed and dated March 19, 2021 to the Town of Highland, Indiana (the "Town") for consideration by the Town's Common Council, as the designating body, for approval of an assessed valued deduction ("Tax Abatement") consents to and understands the following as a condition(s) of approval of an economic revitalization area assessed valuation deduction ("Tax Abatement") which will be included in a resolution for consideration by the Town's Common Council for approval of a FORM SB-1:

Waiver of Tangible Real Property Appeals

As a condition of approval of the FORM SB-1/Real Property (FORM SB-1/RE), the property owner, including all subsequent property owner(s), during the abatement period for which an ERA assessed valuation deduction is applied, waives its right to appeal real property improvement assessed valuations for the Project or within the Project area of the ERA unless deemed to be a clerical error of assessment application or a mathematical error.

The Town's Common Council as the legislative body reserves the right to waive the above condition included in an approving resolution upon submission of a reasonable written request of the Property Owner, including all subsequent property owner(s).

Sincerely,



Kelly Webb Roberts, President
Webb Hyundai, LLC

EXHIBIT D

Company as the Property Owner:

Waiver of Its Rights to Request or File an Additional or Supplementary Assessed Valuation Deductions, Credits or Exemptions Related to The Project or within the Project area of the ERA

EXIHIBIT D

March 24, 2021

Roger Sheeman, President
Common Council of the Town of Highland
Office of the Clerk Treasurer
3333 Ridge Road
Highland, Indiana 46322

RE: Company as the Property Owner – Waiver of Its Rights to Request or File an
Additional or Supplementary Assessed Valuation Deductions, Credits or Exemptions

Dear Councilman Sheeman,

Webb Hyundai, LLC as the property owner of real property located at 9236 Indianapolis Boulevard (45-07-29-279-036.000-026) has submitted a Form SB-1/Real Property (Statement of Benefits) signed and dated March 19, 2021 to the Town of Highland, Indiana (the "Town") for consideration by the Town's Common Council, as the designating body, for approval of an assessed valued deduction ("Tax Abatement") consents to and understands the following as a condition(s) of approval of an economic revitalization area assessed valuation deduction ("Tax Abatement") which will be included in a resolution for consideration by the Town's Common Council for approval of a FORM SB-1:

Waiver of Assessed Valuation Deductions, Credits or Exemptions

As a condition of approval of the FORM SB-1/Personal Property (FORM SB-1/PP), the property owner, including all subsequent property owner(s) during the abatement period for which an ERA assessed valuation deduction is applied waives its right to request or file and additional or supplementary assessed valuation deductions, credits or exemptions, on tangible property investments identified in said FORM SB-1 whether available to the property owner as of the date of an approving resolution or which subsequently may be authorized by the State of Indiana legislature to tangible real property improvements to be constructed, built or developed within the Project area of the ERA.

The condition is not intended to preclude the property owner, including all subsequent property owner(s), from filing future SB-1s as a result of additional investments in tangible real and/or personal property.

The Town's Common Council as the legislative body reserves the right to waive the above

EXHIBIT E

Company as the Property Owner:

Consent of an Imposed Fee by the Company

EXHIBIT E

March 24, 2021

Roger Sheeman, President
Common Council of the Town of Highland
Office of the Clerk Treasurer
3333 Ridge Road
Highland, Indiana 46322

RE: Company as the Property Owner – Waiver of Its Rights to
Appeal Real Property Improvement Assessed Valuations

Dear Councilman Sheeman,

Webb Hyundai, LLC as the property owner of real property located at 9236 Indianapolis Boulevard (45-07-29-279-036.000-026) has submitted a Form SB-1/PP (Statement of Benefits Personal Property) signed and dated March 19, 2021 to the Town of Highland, Indiana (the "Town") for consideration by the Town's Common Council, as the designating body, for approval of an assessed valued deduction ("Tax Abatement") consents to and understands the following as a condition(s) of approval of an economic revitalization area assessed valuation deduction ("Tax Abatement") which will be included in a resolution for consideration by the Town's Common Council for approval of a FORM SB-1:

Waiver of Tangible Personal Property Appeals

As a condition of approval of the FORM SB-1/Personal Property (FORM SB-1/PP), the property owner, including all subsequent property owner(s), during the abatement period for which an ERA assessed valuation deduction is applied, waives its right to appeal personal property assessed valuations for the Project or within the Project area of the ERA unless deemed to be a clerical error of assessment application or a mathematical error.

The Town's Common Council as the legislative body reserves the right to waive the above condition included in an approving resolution upon submission of a reasonable written request of the Property Owner, including all subsequent property owner(s).

Sincerely,



Kelly Webb Roberts, President
Webb Hyundai, LLC

EXHIBIT F

Tax Abatement Termination and Claw Back Provisions

Section 1. If, after reviewing the information required to be filed by each Tax Abatement recipient by subsections 5.1, 5.3, and 5.6 of IC 6-1.1-12.1, the Town Council finds that an assessed valuation deduction recipient has not made reasonable efforts to substantially comply with the Statement of Benefits within the time frame(s) in the Statement of Benefits and its failure to comply was not caused by factors beyond its control, and the recipient does not:

- a. Meet and retain at least ninety percent (90%) of the private investment;
- b. Obtain at least ninety percent (90%) of the level of wages and/or number of employees; or
- c. Fulfill all of the requirements and conditions imposed upon approval of a FORM SB-1,

as set forth in its approved Statement of Benefits within the time frame(s) in the same Statement of Benefits, the Town Council of the Town of Highland, Lake County, Indiana (the "Town Council"), as the designating body following the procedures of IC 6-1.1-12.1-5.9, shall adopt a resolution terminating the recipient's assessed valuation deduction and the Town Council may impose this claw back provision requiring the recipient to pay back all tax savings realized as a result of an assessed valuation deduction proportional to the extent of the deficiency in levels of wages and/or number of employees. A determination by resolution to impose the claw back provision is the sole discretion of the Town Council as the designating body and may be dependent upon various factors and variables uniquely applicable to each approved Statement of Benefits.

Section 2. If, after the hearing provided for by IC 6-1.1-12.1-5.9(b) and (c) and after considering all relevant information presented at the hearing, the Town Council adopts a resolution terminating the Tax Abatement recipient's assessed valuation deduction, the Town Council shall immediately mail a certified copy of the resolution to the Tax Abatement recipient, the Office of the Lake County Auditor, and Office of the Lake County Assessor.

Section 3. The claw back provision may be imposed by the Town Council as the designating body for a period of one year after and subsequent to the final assessment date applicable to the approved abatement period of an assessed valuation deduction recipient as documented in the resolution approving the Statement of Benefits.

Section 4. Upon determination by resolution to impose the claw back provision, the Town Council shall have an independent advisor: (i) calculate the tax savings realized as a result of an assessed valuation deduction proportional to the extent of the deficiency in levels of wages and/or number of employees as determined by the FORM SB-1 as approved by the Common Council and (ii) calculate the distribution of the claw back payment to the Town proportional to each overlapping taxing unit for which the tax payable year the claw back provision is applied, as based upon the percentage of the overlapping taxing unit's tax rate to the gross tax rate for the appropriate tax unit, being State Taxing Districts for Lake County, Indiana 026 (Town of Highland – North Township).

Section 5. Prior to notification to the recipient of Tax Abatement of an assessed valuation deduction for which this claw back provision is imposed, the Town Council shall notify the Office of the Lake County Auditor and/or the Office of the Lake County Assessor as to the imposition of the claw back provision. The Town Council shall also submit the calculation of the claw back payment and its distribution to the overlapping taxing units pursuant to Section 3 for confirmation and verification prior to final imposition and notification of the claw back provision to the approved applicant of an assessed valuation deduction.

Section 6. The Office of the Lake County Auditor shall provide written confirmation and verification as to the amount of the claw back payment and the proportional distribution of the claw back payments to the overlapping taxing units as calculated for the Town Council pursuant to Section 3.

Section 7. Upon notice from the Office of the Lake County Auditor that the claw back payment and the distribution of the claw back payment to the overlapping taxing units is confirmed and verified, the Town Council shall notify the approved applicant of an assessed valuation deduction via USPS certified mail-return receipt that the claw back provision is imposed. Said notice shall include the calculation of the claw back payment, its distribution to the overlapping taxing units, and a statement that the calculations have been confirmed and verified by the Office of the Lake County Auditor prior to notification.

Section 8. Prior to the distribution to the overlapping taxing units of claw back payment made to the Town, the Town Council shall notify the Office of the Lake County Auditor and/or the Office of the Lake County Assessor as to the receipt of a claw back payment for its files pertaining to the assessed valuation deduction.

Section 9. The Town shall distribute the claw back payment to all overlapping taxing units via USPS certified mail-return receipt no later than 30 days from the date of the receipt for the claw back payment.

Section 10. Upon return of all USPS certified mail-return receipts from the overlapping taxing units, the Town Council shall provide copies of the return receipts to the Office of the Lake County Auditor and, if applicable, to the Office of the Lake County Assessor, as documentation that the imposed claw back payment was distributed to overlapping taxing units pursuant to this claw back provision.

3. **Resolution No. 2021-36:** A Resolution Approving an Interlocal Cooperation Agreement between the Incorporated Town of Highland and the School Town of Highland for the Utilization of School Resource Officer Program Services for 2021-2022.

Councilor Herak moved the passage and adoption of Resolution No. 2021-36. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution was adopted.

TOWN OF HIGHLAND
TOWN COUNCIL RESOLUTION No. 2021-36

A Resolution Approving an Interlocal Cooperation Agreement between the Incorporated Town of Highland and the School Town of Highland for the Utilization of School Resource Officer Program Services for 2021-2022

WHEREAS, Indiana Code 36-1-7-1, et seq., allows local government entities to make the most efficient use of the powers by enabling them to mutually utilize services for the mutual benefit of each other; and

WHEREAS, The Incorporated Town of Highland and the School Town of Highland, Lake County, Indiana are municipal corporations empowered by the aforesaid Interlocal Cooperation Act, as amended, with authority to contract with each other on a basis of mutual advantage so as to better provide public services and facilities at a shared cost; and

WHEREAS, The Incorporated Town of Highland and the School Town of Highland desire to enter into a joint agreement pursuant to IC 36-1-7-1, et seq., to provide for the ability and flexibility to obtain for the Highland Students certain gang resistance training, a heightened law enforcement presence in the local public schools as well as other related services for the mutual benefit of the participating entities, and at a shared cost,

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Highland, Lake County as follows:

Section 1. That a joint agreement, a copy of which is attached and incorporated herein by reference, among and between the Incorporated Town of Highland and the School Town of Highland entered into by the Town of Highland by and through its Town Council, this 9th Day of August 2021 is hereby authorized and approved in each and every respect;

Section 2. That the purpose of this agreement is to authorize and allow the Town Council of the Town of Highland and the School Board of Trustees to act as a joint board of the two participating entities to mutually support and utilize certain specified services associated with the **School Resource Officer Program** for the mutual benefit of the participating entities at shared costs;

Section 3. That the Clerk-Treasurer of the Town of Highland is hereby authorized to execute the duties related to the payment, collection and accounting for all moneys of this joint undertaking, pursuant to the terms of this agreement, in a manner that is mutually acceptable with the duly constituted and acting business official of the School Town of Highland;

Section 4. That the governing boards of the participating entities may be convened as a joint board, or may act as a joint board at separate meetings of the respective governing bodies of the participating entities in which the entities concur;

Section 5. That the governing boards of the participating entities may create a committee comprised of representatives from both participating entities or may designate a single individual from each of the participating entities, which may perform such administrative ministerial duties as the joint board may direct and the agreement may provide;

Section 6. That the President of the Highland Town Council and the Clerk-Treasurer are hereby authorized to execute the joint Interlocal Governmental Agreement with their signatures and any additional documents in order to implement the agreement;

Section 7. That this agreement shall be effective as indicated in and pursuant to its provisions, after the agreement has been authorized and approved by each of the participating entities, evidenced by passage and adoption of a similar Resolution all pursuant to I.C. 36-1-7-2;

Section 8. That upon its approval, this agreement repeals the agreements governing the school resource officer program, the first adopted January 17, 1997 and its succeeding agreements;

Section 9. That before this agreement takes effect, it must be recorded with the Office of the Lake County Recorder. No later than sixty (60) days after it takes effect and is recorded, the agreement must be filed with the Office of the State Board of Accounts for audit purposes, all pursuant to I.C. 36-1-7-6.

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, the 9th day of August 2021. Having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

/s/ Roger Sheeman, President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

INTERGOVERNMENTAL AGREEMENT

This Interlocal Governmental Agreement made and entered into in accordance with I.C. 36-1-7 by and between the TOWN OF HIGHLAND (hereinafter called "Town") and the SCHOOL TOWN OF HIGHLAND (hereinafter called "School Town"), both municipal and corporations organized and operating under the laws of the State of Indiana.

WITNESSETH THAT:

WHEREAS, The Town desires to provide a Town of Highland Police Officer to the School Town to serve in the capacity as School Resource Officer to instruct both the G.R.E.A.T. curriculum and the Officer Friendly program, and to perform other related duties.

THEREFORE, IT IS AGREED AS FOLLOWS:

1. The Town agrees to provide to the School Town the service of one (1) Highland police officer to serve as a School Resource Officer. The purpose of the School Resource Officer will be to minimize the potential for hate crimes/bullying, alcohol and drug-related use, gang-related activities, and disruption and/or criminal behavior in and around schools, such as theft, vandalism, truancy, etc. in the most effective and efficient manner possible. The School Resource Officer shall at all times, remain an employee of the Town, which shall be solely responsible for payment of all salary, insurance, worker's compensation coverage, and benefits owing by reason of the Officer's employment. The Resource Officer's duties shall include those listed on the attached Exhibit B on "*Essential Functions*." The SRO shall be considered a "school official" when acting with the intent to promote a safe school environment by enforcing laws, school policies and all other rules and procedures of the school corporation. The School shall have input, at all times, on the Resource Officers duties under this agreement. The Resource Officer shall be a resource to all School Town of Highland staff as Safe School Plans designate or as need arises. The Resource Officer shall remain subject to all laws, rules, and regulations governing police officers of the jurisdiction and lawful orders of superior officers of the police department.

2. In consideration of the same, the School Town agrees to pay for said services in accordance with the terms of this Agreement the amount of **\$82,366.78. for a period of 180 days** during the **2021-2022** school year. The basis for said compensation to the Town is presented as an exhibit to this agreement incorporated herein by reference. The School Town's compensation shall be paid in two (2) equal installments, as follows:

- (A) the first being due on or before December 31, 2021;
- (B) the second payment being due on or before June 30, 2022.

3. The Clerk-Treasurer of the Town shall be authorized to execute the duties of receiving payments from the School Town as described in paragraph two (2) and of disbursing and accounting for all such monies in a manner consistent with the terms of this Agreement.

4. The School Resource Officer will be assigned on a full-time basis to the School Town the equivalent of up to one hundred eighty (180) days during the school year. The School Town will only be financially responsible for the equivalent number of days actually worked by the School Resource Officer.

5. The School Resource Officer will wear clothing that will easily identify him or her as a police officer.

6. The School Resource Officer will not take personal time off when school is in session. If sick, he must notify the receptionist at the School Town Administration Center. A substitute may be assigned subject to mutual approval of the Police Chief and the School Superintendent.

7. Lunch must be eaten in a School Town cafeteria unless prior arrangements have been made with the Superintendent/designee.

8. The Town will assume all costs and responsibility of initial and ongoing training associated with the School Resource Officer position. Any vehicle or additional equipment or expenses necessary for the program shall be paid for by the Town.

9. The Town shall be responsible for selecting the police officer to serve as the School Resource Officer, subject to the consent and approval of the School Town. The School Town has final authority on the content of all instructional materials used by the School Resource Officer.

10. The administration of the terms of this Agreement shall supersede any previous Agreement and shall be accomplished through the Superintendent of the School Town or designee and the Chief of Police or designee.

11. Any other provision of this Agreement to the contrary notwithstanding this Agreement may be changed or modified only with the written consent of both parties.

12. All notices or communications provided herein shall be in writing and delivered either in person or via certified or registered United States mail, return receipt requested, and with the proper postage prepaid, addressed to the party for whom such notice or communication is intended.

13. Should any part, term, or provision of this Agreement be determined by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining portion or provisions shall not be affected thereby.

14. No failure or delay in performance of the executed service Agreement by either party shall be deemed to be a breach when such failure or delay is occasioned by or due to any Act of God, strike, lockout, war, riot, epidemic, explosion, sabotage, the binding order of any court or governmental authority, or any other cause, whether of the kind enumerated above or otherwise, not within the control of the party claiming suspension, actually provided that no cause or contingency shall relieve the School Town of its obligation to make payment for the services of the School Resource Officer programs actually provided by the Town.

15. This Interlocal Agreement may be executed in several counterparts, each of which when so executed shall be deemed to be an original, and such counterparts, together, shall constitute but one and the same instrument, which shall be sufficiently evidenced by any such original counterpart.

16. Before this agreement takes effect, it must be recorded with the Office of the Lake County Recorder. No later than sixty (60) days after it takes effect and is recorded; the agreement must be filed with the Office of the State Board of Accounts for audit purposes, all pursuant to I. C.36-1-7-6.

Participant Counterpart

EFFECTIVE DATE. This agreement shall be effective after the same has been ratified by each of the participating entities by Ordinance or Resolution all pursuant to I.C.36-1-7-2.

IN WITNESS WHEREOF, the parties have caused this Interlocal Agreement to be executed in their names and on their behalf as of the date first written above.

TOWN OF HIGHLAND, INDIANA
3333 Ridge Road, Highland, Indiana 46322

Through its Town Council

By: _____
Roger W. Sheeman, Town Council President

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer

Participant Execution Date: _____

Approved as to Legality and Form:

John P. Reed, Attorney

Participant Counterpart

EFFECTIVE DATE. This agreement shall be effective after the same has been ratified by each of the participating entities by Ordinance or Resolution all pursuant to I.C. 36-1-7-2.

IN WITNESS WHEREOF, the parties have caused this Interlocal Agreement to be executed in their names and on their behalf as of the date first written above.

SCHOOL TOWN OF HIGHLAND, INDIANA
9145 Kennedy Avenue, Highland, Indiana 46322

Through its Board of Trustees

By: _____
Robert Kuva, President

Attest:

Pat Krull, Secretary

Participant Execution Date: _____

Approved as to Legality and Form:

Rhett L. Tauber, Attorney

Exhibit A

**Assumed Cost for School Resource Officer
2021-2022
Exhibit**

| Salary | 2021 | 2022 |
|--|---------------------------|---------------------------|
| Base Salary 1st Class Patrol Officer | \$65,310.18 • | \$66,616.38 * |
| Assigned officer's longevity | \$1,705.60 | \$1,809.60 # |
| One Time Pay Premium | | |
| | 67,015.78 | 68,425.98 |
| Subtotal: | | |
| | | |
| Benefits | | |
| Medical Insurance (Family coverage) | \$28,046.04 | \$33,655.20 ** |
| Employer Contribution to Health Savings Account | \$2,892.00 | \$2,892.00 |
| Dental Insurance | \$1,357.08 | \$1,492.80 ** |
| Life Insurance (.219 per \$1000 of gross payroll, up to \$50k) | \$131.40 | \$144.54 ** |
| Dependent life insurance coverage (\$1.50/mo) | \$18.00 | \$18.00 |
| Medicare | \$971.73 | \$992.18 |
| Employer Contribution to PERF | \$13,473.18 • | \$13,473.18 |
| Workers Compensation Insurance (2.00/\$100 salary) | \$1,340.32 | \$1,368.52 |
| Law Enforcement Liability Insurance (no discrete premium) | | |
| | Subtotal Benefits: | Subtotal Benefits: |
| | \$48,229.74 | \$54,036.42 |
| | Grand Total: | Grand Total: |
| | \$115,245.52 | \$122,462.40 |

Instruction Days: 180
School Year Days: 260

| | 2021 | 2022 |
|---------------------------|---------------------------------------|------------------|
| | <i>Daily rate based upon 260 days</i> | |
| ** Assumes a 10% increase | \$ 443.25 | \$ 471.01 |
| * Assumes 1% increase | First Semester | Second Semester |

School Compensation for 2021-2022 School Year:

| | | |
|--|-----------|-----------------------------------|
| FIRST SEMESTER: 2021 Days Instruction in School = 87 based upon school calendar | | |
| <i>Daily rate: =(Total Salary for Year/260)</i> | \$ 443.25 | Semester 1: \$ 38,562.93 |
| SECOND SEMESTER: 2022 Days Students are in School = 93 | | |
| <i>Daily rate: =(Total Salary for Year/260)</i> | \$ 471.01 | Semester 2: \$ 43,803.86 |
| | | School Total: \$ 82,366.78 |
| *** PERF PUBLIC SAFETY Employer is 17.5% | | |
| the 1st Class Patrol Officer plus 20 years longevity | | |
| 1st Installment Due by December 31, 2021: | | \$ 41,183.39 |
| 2nd Installment Due by June 30, 2022: | | \$ 41,183.39 |

A 2% change in the basic bi-weekly salary is contemplated in this initial calculation for 2022

Exhibit B

1. The SRO shall be considered a "school official" for purposes of assisting educators in maintaining a safe and effective learning environment. "School Official" status includes:
 - a. Conducting searches and seizures based on reasonable suspicion that a student is violating the law or rules of the school pursuant to federal law (New Jersey v. TLO, (469 US 325 (1985)) and Indiana law (Meyers v. State, 839 N.E. 2d 1154 (2005); D.L. v. State, 877 N.E. 2d 500 (2007); and T.S. v. State, 863 NE 2d 362 (2007)).
 - b. Preventing a campus crisis by intervening in misconduct that violates school rules that would, if ignored, place students, faculty, and staff at risk of harm. NOTE: Disciplining students is a School District responsibility. Nevertheless, the SRO will intervene and take the student(s) who violate school rules to the principal where school discipline can be meted out.
2. The SRO shall exchange relevant information with school officials pursuant to federal law (FERPA at CFR 99.31(a)(5)(i); 34 CFR 99.38) and Indiana law IC 31-39-9-1; IC 31-39-4-1; IC31-37-4-3) and cooperate with the Juvenile Court and other agencies that are concerned with juvenile crime prevention.
3. The SRO shall serve as a resource person between school personnel and law enforcement to maintain maximum school safety and security for students, staff, and faculty.

4. The SRO shall serve as a member of the guidance team/administrators and school safety teams. The Resource Officer shall work with faculty, administrators, staff, and faculty.
5. The SRO shall assist administrators, upon request, in tasks such as investigating theft, break-ins, assault, vandalism, drug/alcohol use or possession, and other occurrences where police intervention is either required or beneficial.
6. The SRO shall assist with supervision and resolution of students, youth or adults who loiter around school facilities.
7. The SRO shall assist in communication with parents/guardians.
8. The SRO shall participate in ongoing efforts to acquaint parents, students, and school personnel with his/her responsibilities.

4. Works Board Order No. 2021-24: An Order Authorizing, and Approving the Payment of Elective Honoraria to the Municipal Departments and Select Event Participants in Recognition of and in Goodwill for their Assistance and Support of the Events under the Aegis of the Community Events Commission and Authorizing the Payment of Elective Honoraria for Their Participation in the Annual Highland Independence Day Festival.

Councilor Herak moved the passage and adoption of Works Board Order No. 2021-24. Councilor Black seconded. Upon a roll call vote, there five affirmatives and no negatives. The motion passed. The order was adopted.

THE TOWN of HIGHLAND
WORKS BOARD ORDER NO. 2021-24

AN ORDER AUTHORIZING, AND APPROVING THE PAYMENT OF ELECTIVE HONORARIA TO THE MUNICIPAL DEPARTMENTS AND SELECT EVENT PARTICIPANTS IN RECOGNITION OF AND IN GOODWILL FOR THEIR ASSISTANCE AND SUPPORT OF THE EVENTS UNDER THE AEGIS OF THE COMMUNITY EVENTS COMMISSION AND AUTHORIZING THE PAYMENT OF ELECTIVE HONORARIA FOR THEIR PARTICIPATION IN THE ANNUAL HIGHLAND INDEPENDENCE DAY FESTIVAL.

Whereas, The Town Council for the Town of Highland is the Legislative and Fiscal Body of the Municipality as well as the works board pursuant to IC 36-1-2 et seq.,

Whereas, The Highland Community Events Commission and the Town Council of Highland did rely on the support and special services of the Highland Parks and Recreation Department, the Public Works Department (Agency) and many volunteers from community groups in carrying out its programing for the year;

Whereas, The Town Council has been reliably advised that it has been customary and is highly desirable for the payment of an honorarium or stipend to some of the participating municipal departments and community groups in recognition of their laudable support and contribution to the special event programming during the recent festival;

Whereas, The Town Council has been further reliably advised that many employees of the Highland Parks and Recreation Department and the Public Works Department (Agency) and many volunteers from community groups did expend time, labor and creative process to support the Town of Highland's community programming during the Independence Day Festival;

Whereas, Under its authority of IC 36-1-3, the Town Council passed and adopted Section §2.35.030 of the Highland Municipal Code which provides in pertinent part that the Town Council is authorized to budget and appropriate funds from the general fund of the town to pay the expenses incurred in promoting the best interests of the town and that such expenses may include, but not necessarily be limited to those incurred in developing relations with other units of government or any other expenses of civic or governmental nature deemed by the Town Council to be in the interests of the Town; and,

Whereas, The Town Council has reviewed the matter, and now desires to make findings and determinations related to the support and authorization of the awarding of honoraria to certain groups,

Now Therefore Be it hereby Ordered by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That the following named municipal department be paid an elective honorarium in the amount specified, in appreciation and recognition of their contribution and support for the year's Independence Day Festival, as follows:

| | | |
|-----|---------------------------------|-----------|
| (A) | Parks and Recreation Department | \$ 500.00 |
|-----|---------------------------------|-----------|

Section 2. That the following named groups or bands, which participated in the most recent **Independence Day**, as identified be paid an elective honorarium in the amount specified, in appreciation and recognition of this participation as follows:

| | | |
|-----|--|------------|
| (A) | Highland Athletic Booster Club | \$1,500.00 |
| (B) | Highland Wrestling Club | \$ 600.00 |
| (C) | Highland Volunteers Firefighters Association | \$ 500.00 |
| (D) | Highland FOP Lodge 122 | \$ 500.00 |

Section 3. That the Town Council hereby finds and determines that the forgoing activities and items of expense are lawful and proper expenses incurred in promoting the best interests of the Town as set forth in Section §2.23.030 of the Highland Municipal Code which reads as follows:

§ 2.35.030 AUTHORITY OF TOWN COUNCIL TO REIMBURSE TOWN OFFICIALS FOR CERTAIN EXPENSES.

The Town Council is hereby authorized to budget and appropriate funds from the general fund of the town to pay the expenses of, and to reimburse, town officials for expenses incurred in promoting the best interests of the town. Such expenses may include, but not necessarily be limited to meals, decorations, memorabilia, awards, expenses incurred in interviewing job applicants, expenses incurred in promoting industrial, commercial, and residential development, expenses incurred in developing relations with other units of government, and any other expenses of civic or governmental nature deemed by the Town Council to be in the interests of the town.

Section 4. That the Town Council further finds and determines that the activities and expenses as described herein, if not paid from the Corporation General Fund, are uses and expenditures consistent with the purposes of the Special Events Non Reverting Fund, when proper appropriations are accordingly approved;

Section 5. That the Clerk-Treasurer is hereby authorized and instructed to prepare sufficient accounts payable vouchers against the appropriate fund and accounts for the benefit of each of the several identified groups, depicting the expense as an Honorarium, in the amount herein fixed, to be paid to the proper donation fund for the Parks and Recreation Department, for its benefit, to pay all other groups as indicated and to take such other measures to carry-out the purposes and objects of this order;

Section 6. That the Clerk-Treasurer is hereby authorized and instructed to prepare sufficient accounts payable vouchers against the appropriate fund or funds and accounts for the benefit of each of the several named parties herein identified, depicting the expense as an Honorarium or Stipend, in the amount herein fixed, to be paid according to law;

Section 7. That any actions taken by public officers in advance and in anticipation of the passage and adoption of this order, are hereby ratified, all pursuant to IC 36-1-4-16.

Be it so ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 9th day of August 2021, having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/ Roger Sheeman, President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

- 5. Authorize a Special Meeting.** Authorize a special meeting of the Town Council for August 16, 2021 at 6:30 p.m., pursuant to HMC Section 2.05.130(A) (4), and Section 2.05.130(F) in order to consider the bids received for the Community Crossings Grant Project of 2021 and possibly award the bid. Once completed the Town Council would convene in a study session.

Councilor Schocke moved to authorize the special meeting of the Town Council for August 16, 2021 at 6:30 p.m. to consider the bids received for the Community Crossings Grant Project of 2021 and possibly to award the bid. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The special meeting was approved.

It was noted that the special meeting would take place at the usual time of the standing study session and that immediately following this special meeting, the Town Council would resolve itself into its study session.

Remarks from the Town Council:
(For the Good of the Order)

- **Councilor Bernie Zemen:** *Park and Recreation Board Liaison • Fire Department, Liaison*

Councilor Zemen acknowledged the Parks Director, Alex Brown, reported on the demonstration solar powered LED lights on the bike trail. Mr. Brown offered a survey of programs and events under the aegis of the parks and recreation department.

- **Councilor Mark Herak:** *•Budget and Finance Chair • Town Board of Metropolitan Police Commissioners, Liaison • Public Works Liaison • Economic Development Commission Liaison • Board of Sanitary Commissioners Liaison and • Liaison to the Advisory Board of Zoning Appeals.*

Councilor Herak congratulated the Assistant Police Chief Pat Vassar for his 40 years of service to the Town of Highland all as a police officer. Councilor Herak further acknowledged the award of Ryan Hamilton of Highland as the Athletic Director of the Year.

Councilor Herak discussed his understanding of the Fiscal Recovery Act/ American Rescue Plan Act proceeds and its constraints for the purposes of anything beyond premium pay. Councilor Herak noted that above the reserve requirement for the General Fund, there is a surplus that could probably support compensation such as bonuses to express appreciation for the workforce for its COVID 19 service.

Motion: Councilor Herak moved that the matter of bonuses to be supported from this surplus above the reserve requirement, to be paid to all employees, be discussed at the study session of August 16, and that the matter be placed on the agenda for the plenary meeting for August 23, 2021 with the amount to be fixed at a future date. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The matter of bonuses would be discussed at the study session and the matter would be placed on the agenda for the meeting of August 23, 2021.

It was further noted that the idea of paying the Community Events Commission would be discussed at the next study session.

Councilor Herak indicated that a recent example involving the town of Merrillville, was not represented fully to the Town Council. Councilor Herak stated that Merrillville's bonuses were in lieu of raises and were not being paid by the Fiscal Recovery Act Funds.

A colloquy between Councilor Schocke and Councilor Herak ensued related to the importance of honoring Federal law related to federal money.

- **Councilor Mark Schocke:** *Liaison to the Tree Board • Liaison to the Community Events Commission*

Councilor Schocke stated that he was resigning his position as a liaison to the Community Events Commission.

Councilor Tom Black: *Liaison to the Board of Waterworks Directors.*

Councilor acknowledged the Public Works Director who in his role as Superintendent of the Waterworks reported on water projects.

Councilor Black acknowledged the Police Chief who along with the Fire Chief reported on an acquisition of PPE.

- **Council President Roger Sheeman:** *Town Executive • Chair of the Board of Police Pension Trustees • Chamber of Commerce Liaison • Information Technology Liaison • Redevelopment Commission Liaison.*

The Town Council President acknowledged the Redevelopment Director who reported on the redevelopment commission actions and related matters of redevelopment.

Comments from Visitors or Residents

1. Linda Carter, Highland, member of the Community Events Commission, inquired why there was no discussion or action related to an incident involving an issue between two members of the Community Events Commission and a complaint that was filed regarding the matter.
2. Liz Breslin, Highland, Second Vice President of the Community Events Commission, expressed disappointment regarding the manner in which the Town Council interacts and communicates with the Community Events Commission.

Ms. Breslin inquired further about the support and status of a Fall Festival Event. A colloquy between Ms. Breslin and Councilor Schocke involved his concerns about the manner in which the Community Events Commission governs and carries out its charge under the local ordinance.

There was a colloquy between and among the members of the Town Council regarding the Community Events Commission, the absence of an expected action to be taken regarding the complaint presented by a member of the Community Events Commission regarding another member, and the issues with whether a "Fall festival" should be undertaken.

It was noted that there were unappropriated resources in the Special Events Non Reverting Fund that could be appropriated for use for an autumn event.

3. Jon Breslin, Highland, member of the Community Events Commission, abjured the idea that events should be "money making" and expressed skepticism about Councilor Schocke's assessment of the Community Events Commission.
4. Kristen Smith, Highland, stated that she sent a letter communicating an incident for which she expected the Town Council to act upon. She expressed disappointment in the lack of action.
5. Larry Kondrat, Highland, inquired about a meeting that the Town Council President had with Mr. Brian Webb and whether he was induced to change his vote.

The Council President renounced the suggestion and denied any inducement to change his vote in having lunch with Mr. Webb to discuss the issue of the tax abatement.

6. Linda Carter, Highland, expressed her disappointment that the Town Council did not respond or act on the letter and complaint sent by Kristen Smith reporting an incident.

Payment of Accounts Payable Vouchers. There being no further comments from the public, Councilor Zemen moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period July 27, 2021, through August 09, 2021 and the payroll dockets for paydays of July 2, 2021, July 16, 2021 and July 30, 2021. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives, no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$379,007.62; Motor Vehicle Highway and Street (MVH) Fund, \$17,649.59; Local Road and Street Fund, \$19,946.98; Law Enforcement Continuing Education and Training and Supply Fund, \$263.39; Corporation Bond and Interest Fund, \$404,000.00; Insurance Premium Agency Fund, \$231,275.15; Gasoline Agency Fund, \$8,011.65; Information Communications Technology Fund, \$8,260.66; Special Events Non Reverting Fund, \$33,059.83; Police Pension Fund, \$68,529.44; Cumulative Capital Improvement Fund, \$9,503.86; Municipal Cumulative Capital Development Fund, \$1,899.50; Shared Ethics Initiative Fund, \$71.88; Traffic Violations and Law Enforcement Agency Fund, \$8,000.00; Gaming Revenue Sharing Fund, \$465.71; Public Safety Local Income Tax Fund, \$72.36; Total: \$1,190,107.62.

Payroll Docket for payday of July 2, 2021:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$16,913.17 Building and Inspection Department, \$8,043.49; Metropolitan Police Department, \$115,496.02; Public Works Department (Agency), \$71,561.05; Fire Department, \$3,863.14; and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$215,876.87.

Payroll Docket for payday of July 16, 2021:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$27,149.33 Building and Inspection Department, \$7,019.88; Metropolitan Police Department, \$166,278.76; Public Works Department (Agency), \$72,646.14; Fire Department, \$3,804.70; and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$276,898.81.

Payroll Docket for payday of July 30, 2021:

Council, Boards and Commissions, \$8,485.27; Office of Clerk-Treasurer, \$15,107.15 Building and Inspection Department, \$7,909.38; Metropolitan Police Department, \$124,372.21; Public Works Department (Agency), \$75,469.88; Fire Department, \$30,675.32; and 1925 Police Pension Plan Pension Fund, \$68,421.79; Total Payroll: \$330,411.00.

Adjournment of Plenary Meeting. There being no further business on the agenda, the Town Council President declared the regular plenary meeting of the Town Council of Monday, August 09, 2021, adjourned at 9:05 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer

Approved by the Town Council at its meeting of _____, 2021.

Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer