

**TIPPECANOE COUNTY COUNCIL MEETING  
COUNTY OFFICE BUILDING – TIPPECANOE ROOM  
TUESDAY, JUNE 09, 2020  
8:30 A.M.**

**Pledge of Allegiance**

**Auditor’s Financial**

**Treasurer’s Report**

**Public Comment (Agenda Items)**

**Declaratory Tax Abatement**

Dormie, LLC (Highway Safety Services) (SB-1 / Real Property)  
Resolution 2020-18-CL ~ Declaratory Resolution for Designation of ERA – Dormie, LLC

**Compliance with Statement of Benefits**

Apex Warehouse & Logistics, LLC (CF-1 / Real Property) 3  
LiquidSpring Partners, LLC (CF-1 / Real Property) 2  
LiquidSpring LLC (CF-1 / Personal Property) 2  
SMT Properties, LLC (CF-1 / Real Property)  
GIO 3 Holdings, LLC (CF-1 / Personal Property)  
GIO 3 Holdings, LLC (CF-1 / Real Property)  
All State Fastener of Indiana (CF-1 / Personal Property)

**Consent Agenda**

Approval of Meeting Minutes  
Regular Meeting – May 12, 2020

**Prosecutor - Fund 8198 FF18**

|          |      |    |       |                   |
|----------|------|----|-------|-------------------|
| Transfer | From | \$ | 4,000 | Travel & Training |
|          | To   |    |       | Minor Equipment   |

**Additional Appropriations:**

**Sheriff – Robert Goldsmith**

|  |    |        |                                |
|--|----|--------|--------------------------------|
| Inmate Medical Co-Pay Fund 4719<br>Appropriation | \$ | 53,500 | Health & Medical Professionals |
| CLAF Byrne Law Enf Fund 9144<br>Appropriation    | \$ | 7,062  | Machinery & Equipment / Safety |

**Community Corrections – Jason Huber**

|  |    |         |                             |
|--|----|---------|-----------------------------|
| Comm Corr User Fee Fund 1122 CF20<br>Appropriation | \$ | 100,000 | Other Professional Services |
|--|----|---------|-----------------------------|

**Highway – Stewart Kline**

|   |    |         |  |
|---|----|---------|--|
| MVH-Restricted Fund 1173<br>Appropriation | \$ | 212,221 | Infrastructure / Roads & Streets                   |
| Cum Bridge Fund 1135<br>Reduction         | \$ | -80,000 | Repair & Maintenance / Other Professional Services |
| Cum Bridge Fund 1135<br>Appropriation     | \$ | 80,000  | Construction & Reconstruction / Bridges            |

|                                |             |   |
|--------------------------------|-------------|---|
| LRS Fund 1169<br>Reduction     | \$ -254,367 | LRS Maintenance / General Machinery & Equipment |
| LRS Fund 1169<br>Appropriation | \$ 254,367  | Construction & Reconstruction / Roads & Streets |

**Health – Khala Hochstedler**

CDBG COVID-19 Asst Fund 8901 FY21

|               |            |                              |
|---------------|------------|------------------------------|
| Appropriation | \$ 75,000  | Institutional or Medical     |
|               | \$ 25,000  | <u>Travel &amp; Training</u> |
|               | \$ 100,000 | <i>Total Requested</i>       |

**DOIT – Kent Kroft**

LIT / GIS Fund 1112

|               |          |                             |
|---------------|----------|-----------------------------|
| Appropriation | \$ 8,460 | Other Professional Services |
|---------------|----------|-----------------------------|

**Auditor – Robert Plantenga**

Ineligible Homestead Fund 1216

|               |           |                     |
|---------------|-----------|---------------------|
| Appropriation | \$ 25,000 | Buildings Municipal |
|---------------|-----------|---------------------|

**Committee Reports**

**Unfinished/New Business**

~ 2021 Budget Hearings Begin 08/25/2020 @ 8:30 am / Evening Public Hearing 09/03/2020 @ 6:00 pm

**Commissioner FYI**

**Public Comment**

**Financial Statement**

*June 1, 2020*

|   |              |
|---|--------------|
|   | General Fund |
| Cash Balance (01/01/2020)                               | \$12,329,109 |
| 2020 Projected Miscellaneous Revenue                    | \$24,262,953 |
| 2020 DLGF Property Tax Levy                             | \$27,712,758 |
| 99% of DLGF 1782 General Fund Tax Levy                  | \$27,435,600 |
| DLGF 1782 Estimated Circuit Breaker Credits             | \$1,942,996  |
| Total Funds Available                                   | \$62,084,666 |
| Less: 2020 Encumbrances                                 | \$361,991    |
| Less: DLGF Requested 2020 Budget                        | \$54,042,891 |
| Plus: 3% Estimate of Unused 2020 Budget                 | \$1,621,000  |
| Less: Council Approved Minimum Balance (Res 2018-21-CL) | \$7,500,000  |
| <hr/>   |              |
| Beginning Net Balance                                   | \$1,800,784  |
| <hr/>   |              |

| General Fund Additional Appropriations | Requested | Granted  |
|--|-----------|----------|
| January                                | \$0       | \$0      |
| February                               | \$0       | \$0      |
| March                                  | \$0       | \$0      |
| April                                  | \$0       | \$0      |
| May                                    | \$70,000  | \$70,000 |
| June                                   | \$0       |          |
| July                                   |           |          |
| August                                 |           |          |
| September                              |           |          |
| October                                |           |          |
| November                               |           |          |
| December                               |           |          |
| Total Additional Appropriations        | \$70,000  | \$70,000 |

|                             |             |
|-----------------------------|-------------|
| Available for Appropriation | \$1,730,784 |
|-----------------------------|-------------|

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**County General Revenue Report****2020 Budget**      **Through  
5/31/2020**      **Rec'd****General Fund (1000)***41.7% of Year Complete***Taxes:**

|      |  |              |                |       |
|------|--|--------------|----------------|-------|
| 0100 | Property Tax (\$27,712,758 certified levy) | \$26,392,000 | \$0.00         | 0.0%  |
| 0111 | Other Taxes / Local Income Tax (LIT)       | \$11,094,388 | \$5,879,328.65 | 53.0% |
| 0120 | Other Taxes / Misc                         | \$30,000     | \$22,207.65    | 74.0% |
| 0122 | Alcoholic Beverage Excise Tax              | \$10,500     | \$3,927.00     | 37.4% |
| 0123 | State Gaming                               | \$418,000    | \$0.00         | 0.0%  |
| 0124 | Financial Institutions Tax                 | \$249,000    | \$0.00         | 0.0%  |
| 0130 | License Excise Tax                         | \$2,300,000  | \$0.00         | 0.0%  |
| 0131 | Commercial Vehicle Excise Tax              | \$113,200    | \$54,313.14    | 48.0% |
|      | Total Taxes                                | \$40,607,088 | \$5,959,776.44 | 14.7% |

**Intergovernmental:**

|      |   |             |                |        |
|------|---|-------------|----------------|--------|
| 0280 | Area Plan Transportation Study            | \$378,634   | \$165,464.10   | 43.7%  |
| 0281 | Public Safety / Federal (TEMA matching)   | \$69,000    | \$0.00         | 0.0%   |
| 0282 | IV-D & Other Federal Reimbursements       | \$1,300,000 | \$349,516.94   | 26.9%  |
| 0290 | State & Local Reimbursements              | \$85,000    | \$133,448.49   | 157.0% |
| 0291 | State/Local Public Safety (PD Commission) | \$1,300,000 | \$587,217.48   | 45.2%  |
| 0292 | IV-D Prosecutor (State)                   | \$21,000    | \$62,046.00    | 295.5% |
| 0295 | Economic Development                      | \$59,589    | \$0.00         | 0.0%   |
| 0299 | Exam of Records Reimbursement             | \$0         | \$0.00         |        |
|      | Total Intergovernmental                   | \$3,213,223 | \$1,297,693.01 | 40.4%  |

**Licenses & Permits:**

|      |                               |           |              |       |
|------|-------------------------------|-----------|--------------|-------|
| 0301 | Building Commission / Permits | \$367,300 | \$131,750.74 | 35.9% |
| 0302 | Area Plan                     | \$130,000 | \$56,287.78  | 43.3% |
| 0304 | Mobile Home Permit Fees       | \$2,500   | \$630.00     | 25.2% |
| 0320 | Health Department Permits     | \$35,000  | \$17,628.75  | 50.4% |
| 0321 | Health Dept / Septic Permits  | \$23,000  | \$6,000.00   | 26.1% |
| 0322 | Health Dept / Food Permits    | \$240,000 | \$73,168.75  | 30.5% |
|      | Total Licenses & Permits      | \$797,800 | \$285,466.02 | 35.8% |

**Charges for Services:**

|      |  |           |              |       |
|------|--|-----------|--------------|-------|
| 0401 | Auditor                                      | \$20,100  | \$645.00     | 3.2%  |
| 0402 | Treasurer (Demand, TS, Dup Bills, Bad Check) | \$7,550   | \$0.00       | 0.0%  |
| 0403 | County Recorder                              | \$290,000 | \$150,366.00 | 51.9% |
| 0410 | County Sheriff / Misc Receipts               | \$220,820 | \$102,857.69 | 46.6% |
| 0411 | Sheriff-Inmate House                         | \$595,000 | \$20,850.00  | 3.5%  |
| 0412 | Juvenile Detention Reimbursement             | \$45,000  | \$11,100.59  | 24.7% |

| <b>County General Revenue Report</b>   |   | <b>2020 Budget</b>  | <b>Through<br/>5/31/2020</b> | <b>Rec'd</b> |
|--|---|---------------------|------------------------------|--------------|
| 0413                                   | Probation                                       | \$75,000            | \$33,010.38                  | 44.0%        |
| 0420                                   | Health Department ( <i>vital records, vax</i> ) | \$430,000           | \$82,170.64                  | 19.1%        |
| 0421                                   | Tippecanoe Villa                                | \$1,218,558         | \$449,852.43                 | 36.9%        |
| 0422                                   | Cary Home                                       | \$1,100,000         | \$522,476.60                 | 47.5%        |
| 0423                                   | Coroner   | \$16,600            | \$4,320.00                   | 26.0%        |
| 0425                                   | Health Department Inspection Fees               | \$500               | \$1,300.00                   | 260.0%       |
| 0441                                   | Park Property / Rental                          | \$72,000            | \$15,685.00                  | 21.8%        |
| 0442                                   | Fairgrounds / Rental                            | \$60,000            | \$15,400.00                  | 25.7%        |
| 0490                                   | Charges for Services / Miscellaneous            | \$0                 | \$0.00                       |              |
| 0491                                   | Copy Fees                                       | \$670               | \$423.60                     | 63.2%        |
| 0492                                   | Rentals   | \$6,001             | \$2,000.00                   | 33.3%        |
|  | Total Charges for Services                      | \$4,157,799         | \$1,412,457.93               | 34.0%        |
| <b><u>Fines &amp; Forfeitures:</u></b> |   |                     |                              |              |
| 0510                                   | Restitutions & Extraditions                     | \$1,000             | \$654.53                     | 65.5%        |
| 0511                                   | Court Fines                                     | \$700,000           | \$240,307.35                 | 34.3%        |
| 0512                                   | West Lafayette Court Fines                      | \$600               | \$126.00                     | 21.0%        |
| 0522                                   | Health Department                               | \$4,500             | \$0.00                       | 0.0%         |
|  | Total Fines & Forefeitures                      | \$706,100           | \$241,087.88                 | 34.1%        |
| <b><u>Other Receipts:</u></b>          |   |                     |                              |              |
| 0660                                   | Interest Earnings                               | \$1,416,000         | \$566,132.06                 | 40.0%        |
| 0670                                   | Other Financial Services / Misc                 | \$1,750             | \$11,796.29                  | 674.1%       |
|  | Total Other Receipts                            | \$1,417,750         | \$577,928.35                 | 40.8%        |
| <b><u>Other Financial Sources</u></b>  |   |                     |                              |              |
| 0730                                   | Rebate & Refunds                                | \$1,000             | \$18,990.40                  | 1899.0%      |
| 0731                                   | Tax Refunds & Reimbursements                    | \$0                 | \$0.00                       |              |
| 0740                                   | Sale of County Property                         | \$10,000            | \$933.00                     | 9.3%         |
| 0761                                   | Reimbursements / Internal Refunds               | \$1,030,000         | \$416,666.65                 | 40.5%        |
| 0991                                   | Unclaimed Surplus                               | \$0                 | \$0.00                       |              |
|  | Total Other Financial Services                  | \$1,041,000         | \$436,590.05                 | 41.9%        |
| <b>General Fund Revenue</b>            |   | <b>\$51,940,760</b> | <b>\$10,210,999.68</b>       | <b>19.7%</b> |

ONESolution NL Migration

Statement of Cash Receipts and Disbursements

Accounting Period: 05/2020

| Fund:                               | 4/30/2020         | May          | May           | 5/31/2020      | Min Balance |
|-------------------------------------|-------------------|--------------|---------------|----------------|-------------|
|                                     | Beginning Balance | Receipts     | Disbursements | Ending Balance |             |
| 1000 GENERAL                        | 3,316,985.23      | 2,933,475.46 | 5,496,007.56  | 754,453.13     | 7,500,000   |
| 1101 ACCIDENT REPORT                | 62,230.34         | 786.00       | 0.00          | 63,016.34      |             |
| 1108 BID DEPOSITS AND BONDS HOLDING | 449,886.58        | 530,824.71   | 988.00        | 979,723.29     |             |
| 1112 LIT ECONOMIC DEVELOPMENT       | 14,695,266.20     | 1,776,669.30 | 673,034.11    | 15,798,901.39  | 5,000,000   |
| 1116 CITY AND TOWN COURT COSTS      | 16,188.80         | 1,808.39     | 16,188.80     | 1,808.39       |             |
| 1119 CLERK'S RECORDS PERPETUATION   | 125,952.60        | 7,464.96     | 9,403.85      | 124,013.71     |             |
| 1122 COMMUNITY CORRECTIONS          | 713,199.32        | 170,830.94   | 247,845.16    | 636,185.10     |             |
| 1123 CC DOC COMMUNITY TRANSITIONS   | 159,800.85        | 0.00         | 10,641.32     | 149,159.53     |             |
| 1131 SALES DISCLOSURE - COUNTY SHAR | 78,102.12         | 2,650.00     | 1,178.82      | 79,573.30      |             |
| 1135 CUMULATIVE BRIDGE              | 2,063,734.11      | 89,249.41    | 564,813.11    | 1,588,170.41   | 200,000     |
| 1138 CUMULATIVE CAPITAL DEVELOPMENT | 602,736.54        | 4,956.66     | 509,848.55    | 97,844.65      | 500,000     |
| 1143 CUMULATIVE VOTING SYSTEM       | 100,000.00        | 0.00         | 0.00          | 100,000.00     |             |
| 1148 DRUG FREE COMMUNITY            | 248,039.53        | 4,946.37     | 0.00          | 252,985.90     |             |
| 1150 ELECTRONIC MAP GENERATION      | 20,380.15         | 23.25        | 0.00          | 20,403.40      |             |
| 1152 LOCAL EMERGENCY PLAN/RTK       | 13,096.81         | 23.65        | 0.00          | 13,120.46      |             |
| 1154 ENHANCED ACCESS                | 11,322.27         | 0.00         | 0.00          | 11,322.27      |             |
| 1155 EXTRADITION AND SHERIFF'S ASSI | 7,000.00          | 0.00         | 0.00          | 7,000.00       |             |
| 1156 FIREARMS TRAINING              | 35,858.07         | 1,450.00     | 9,200.00      | 28,108.07      |             |
| 1158 GENERAL DRAIN IMPROVEMENT      | 1,331,280.46      | 582.90       | 5,036.03      | 1,326,827.33   |             |
| 1160 IDENTIFICATION SECURITY PROTEC | 28,163.73         | 1,840.00     | 0.00          | 30,003.73      |             |
| 1166 LANDFILL CLOSURE AND POST CLOS | 3,177,474.16      | 77.73        | 89,703.14     | 3,087,848.75   |             |
| 1167 LEVY EXCESS                    | 73,634.24         | 0.00         | 0.00          | 73,634.24      |             |
| 1168 LOCAL HEALTH MAINTENANCE       | 37,512.57         | 0.00         | 2,435.05      | 35,077.52      |             |
| 1169 LOCAL ROAD AND STREET          | 1,885,983.59      | 121,009.26   | 21,203.75     | 1,985,789.10   |             |
| 1170 LIT PUBLIC SAFETY-COUNTY SHARE | 1,334,655.32      | 333,663.83   | 0.00          | 1,668,319.15   |             |
| 1171 MAJOR BRIDGE                   | 2,344,143.91      | 1,547.38     | 0.00          | 2,345,691.29   |             |
| 1173 MOTOR VEHICLE HWY RESTRICTED   | 150,319.14        | 322,425.84   | 140,164.20    | 332,580.78     |             |
| 1175 MISDEMEANANT                   | 25,713.95         | 0.00         | 3,553.50      | 22,160.45      |             |
| 1176 MOTOR VEHICLE HIGHWAY          | 3,294,453.87      | 220,491.21   | 266,736.33    | 3,248,208.75   | 700,000     |
| 1177 OMITTED PROPERTY AUDITS        | 422,910.15        | 0.00         | 0.00          | 422,910.15     |             |
| 1178 PARK NONREVERTING CAPITAL      | 31,211.25         | 56.35        | 0.00          | 31,267.60      |             |
| 1181 PLAT BOOK                      | 92,038.56         | 5,280.00     | 4,350.21      | 92,968.35      |             |
| 1186 RAINY DAY                      | 6,078,568.11      | 0.00         | 0.00          | 6,078,568.11   | 7,000,000   |
| 1188 REASSESSMENT - 2015            | 113,130.48        | 1,009.74     | 38,438.91     | 75,701.31      | 50,000      |
| 1189 RECORDER RECORDS PERPETUATION  | 882,998.11        | 35,138.77    | 46,640.50     | 871,496.38     |             |
| 1193 SHERIFF'S PENSION TRUST        | 301,040.14        | 2,483.01     | 0.00          | 303,523.15     |             |
| 1200 SUPPLEMENTAL PUBLIC DEFENDER   | 90,670.29         | 1,247.27     | 0.00          | 91,917.56      |             |
| 1201 SURPLUS TAX                    | 238,447.56        | 0.00         | 11,144.09     | 227,303.47     |             |
| 1202 SURVEYOR'S CORNER PERPETUATION | 284,274.71        | 9,155.00     | 9,675.73      | 283,753.98     |             |
| 1203 TAX SALE FEES                  | 9,086.24          | 0.00         | 147.60        | 8,938.64       |             |
| 1204 TAX SALE REDEMPTION            | 36.91             | 5,608.96     | 5,608.96      | 36.91          |             |
| 1205 TAX SALE SURPLUS               | 876,701.68        | 0.00         | 33,139.02     | 843,562.66     |             |
| 1206 LOCAL HEALTH DEPARTMENT TRUST  | 37,075.92         | 0.00         | 5,766.14      | 31,309.78      |             |
| 1207 UNSAFE BUILDING                | 55,566.09         | 0.00         | 0.00          | 55,566.09      |             |
| 1213 GAL/CASA                       | 46,875.64         | 0.00         | 4,259.33      | 42,616.31      |             |
| 1216 AUDITORS INELIGIBLE DEDUCTIONS | 305,465.81        | 0.00         | 773.50        | 304,692.31     |             |
| 1217 COUNTY ELECTED OFFICIALS TRAIN | 109,061.18        | 1,840.00     | 0.00          | 110,901.18     |             |
| 1222 STATEWIDE 911                  | 4,805,143.22      | 130,746.36   | 28,898.84     | 4,906,990.74   |             |
| 1229 LOIT SPECIAL DISTRIBUTION      | 96,467.52         | 0.00         | 249.99        | 96,217.53      |             |
| 2000 ADULT PROBATION ADMINISTRATIVE | 235,264.67        | 10,553.96    | 16,960.47     | 228,858.16     |             |
| 2200 ALTERNATIVE DISPUTE RESOLUTION | 18,399.62         | 697.89       | 1,172.35      | 17,925.16      |             |
| 2503 FEDERAL DRUG FORFEITURES       | 3.10              | 0.01         | 0.00          | 3.11           |             |
| 2507 PROSECUTOR DRUG ENFORCEMENT    | 33,076.15         | 0.00         | 209.03        | 32,867.12      |             |
| 2546 TIPPCO HAZMAT                  | 16,026.84         | 0.00         | 0.00          | 16,026.84      |             |
| 2550 USER FEE/FORENSIC DIVERSION PA | 1,863.29          | 0.00         | 0.00          | 1,863.29       |             |
| 2560 USER FEE/PRE-TRIAL DIVERSION   | 281,143.70        | 10,426.00    | 10,724.78     | 280,844.92     |             |
| 2561 USER FEE/INFRACTION DIVERSION  | 114,839.63        | 2,310.00     | 7,725.33      | 109,424.30     |             |
| 2566 USER FEE/LATE SURRENDER        | 41,337.80         | 0.00         | 0.00          | 41,337.80      |             |

Statement of Cash Receipts and Disbursements

Accounting Period: 05/2020

| Fund:                               | 4/30/2020         | May        | May           | 5/31/2020      | Min Balance |
|-------------------------------------|-------------------|------------|---------------|----------------|-------------|
|                                     | Beginning Balance | Receipts   | Disbursements | Ending Balance |             |
| 2573 ANIMAL CONTROL                 | 40,531.05         | 6,783.50   | 369.97        | 46,944.58      |             |
| 2574 USER FEE/SHERIFF FALSE ALARM   | 24,250.02         | 0.00       | 0.00          | 24,250.02      |             |
| 2575 USER FEE/SHERIFF CONT ED       | 7,507.44          | 0.00       | 400.00        | 7,107.44       |             |
| 2576 USER FEE/LAW ENFORCEMENT CONT  | 127,782.01        | 1,520.59   | 358.30        | 128,944.30     |             |
| 2579 USER FEE/SHERIFF FIREARM DESTR | 1,850.00          | 0.00       | 0.00          | 1,850.00       |             |
| 2580 COURT SERVICES SUBSTANCE ABUSE | 135,406.17        | 1,495.00   | 18,425.22     | 118,475.95     |             |
| 2581 COURT SERVICES VIOLENCE IN COM | 16,672.44         | 142.40     | 0.00          | 16,814.84      |             |
| 2583 JUVENILE DRUG COURT            | 3,017.63          | 0.00       | 0.00          | 3,017.63       |             |
| 2584 JURY PAY                       | 48,906.25         | 811.75     | 0.00          | 49,718.00      |             |
| 2585 USER FEE/NATIONAL GUARD        | 449.18            | 0.00       | 0.00          | 449.18         |             |
| 2586 USER FEE/AFDC WELFARE PC       | 4,213.36          | 0.00       | 0.00          | 4,213.36       |             |
| 2595 FAMILY COUNSELING              | 48,563.69         | 140.00     | 365.00        | 48,338.69      |             |
| 2596 JUV ALT PROJECT INCOME         | 11,425.79         | 453.00     | 2,778.37      | 9,100.42       |             |
| 2599 USER FEE/ECON DEV WIND ENERGY  | 1,000.00          | 0.00       | 0.00          | 1,000.00       |             |
| 2700 DRAINAGE MAINTENANCE           | 2,093,599.96      | 683.27     | 22,820.97     | 2,071,462.26   |             |
| 4009 SHERIFF SALE ADMINISTRATION    | 168,571.00        | 676.00     | 0.00          | 169,247.00     |             |
| 4012 K-9 SUPPORT                    | 12,887.44         | 20.00      | 567.76        | 12,339.68      |             |
| 4013 RECYCLING                      | 74,782.94         | 1,536.99   | 0.00          | 76,319.93      |             |
| 4017 PARKING FACILITY OPERATING     | 678,140.01        | 10,967.34  | 12,417.36     | 676,689.99     |             |
| 4115 AG TEST PLOT DONATION          | 0.99              | 0.00       | 0.00          | 0.99           |             |
| 4116 EXTENSION DONATION             | 165.07            | 0.00       | 0.00          | 165.07         |             |
| 4117 FG RESTORATION DONATION        | 17,278.41         | 0.00       | 0.00          | 17,278.41      |             |
| 4118 HEALTH DEPT DONATION           | 29.43             | 0.00       | 0.00          | 29.43          |             |
| 4121 CASA DONATIONS                 | 17,767.76         | 0.00       | 0.00          | 17,767.76      |             |
| 4125 PARK DONATION                  | 13,417.91         | 0.00       | 104.00        | 13,313.91      |             |
| 4126 NATURALIST PROGRAM GIFT        | 106,253.40        | 191.83     | 0.00          | 106,445.23     |             |
| 4127 SHERIFF DONATION               | 4,019.05          | 0.00       | 250.00        | 3,769.05       |             |
| 4128 PHASE II STORM WATER DONATION  | 14,582.88         | 0.00       | 1,426.17      | 13,156.71      |             |
| 4129 VILLA DONATION                 | 50,938.47         | 0.00       | 0.00          | 50,938.47      |             |
| 4130 CARY HOME DONATION             | 23,993.56         | 81.25      | 57.44         | 24,017.37      |             |
| 4137 WIC DONATIONS                  | 3,762.94          | 0.00       | 0.00          | 3,762.94       |             |
| 4141 SHERIFF UNCLAIMED              | 43,713.80         | 0.00       | 0.00          | 43,713.80      |             |
| 4142 JUVENILE PROBATION DONATION    | 109.86            | 0.00       | 0.00          | 109.86         |             |
| 4168 LOCAL HEALTH MAINT CARRYOVER   | 70,502.86         | 0.00       | 0.00          | 70,502.86      |             |
| 4206 LOCAL HEALTH TRUST CARRY OVER  | 47,943.59         | 0.00       | 215.36        | 47,728.23      |             |
| 4266 LAW ENFORCEMENT WARRANT        | 488,809.97        | 126.33     | 39,015.08     | 449,921.22     |             |
| 4505 TIF CAPITAL PROJECTS/SOUTHEAST | 2,164,715.34      | 3,908.25   | 9,995.00      | 2,158,628.59   |             |
| 4540 HEARTLAND TIF COUNTY           | 70,068.43         | 0.00       | 0.00          | 70,068.43      |             |
| 4620 DEBT SERVICE JAIL LEASE        | 622,275.50        | 1,547.38   | 0.00          | 623,822.88     |             |
| 4630 DEBT SVC RESERVE JAIL          | 116,177.68        | 0.00       | 0.00          | 116,177.68     |             |
| 4632 DEBT SVC RESERVE FAIRGROUND    | 1,778,650.00      | 0.00       | 0.00          | 1,778,650.00   |             |
| 4709 COUNTY SELF INSURANCE RAINY DA | 3,000,000.00      | 0.00       | 0.00          | 3,000,000.00   | 3,000,000   |
| 4710 COUNTY SELF INSURANCE          | 9,251,625.98      | 905,525.49 | 451,037.96    | 9,706,113.51   | 500,000     |
| 4711 PUBLIC OFFICIALS SELF INSURANC | 290,144.03        | 523.84     | 0.00          | 290,667.87     |             |
| 4712 COMMISSIONERS SELF INSURANCE   | 510,518.21        | 921.71     | 0.00          | 511,439.92     |             |
| 4713 HIGHWAY SELF INSURANCE         | 281,258.21        | 507.79     | 0.00          | 281,766.00     |             |
| 4714 SHERIFF SELF INSURANCE         | 290,259.47        | 524.04     | 0.00          | 290,783.51     |             |
| 4715 INMATE MEDICAL                 | 30,822.01         | 0.00       | 0.00          | 30,822.01      |             |
| 4716 FLEX BENEFITS                  | 139,660.35        | 41,697.50  | 30,448.04     | 150,909.81     |             |
| 4717 LONG TERM DISABILITY           | 34,459.77         | 10,938.12  | 11,089.49     | 34,308.40      |             |
| 4719 INMATE MEDICAL COPAY           | 53,569.77         | 2,671.90   | 0.00          | 56,241.67      |             |
| 4803 PROJECT/DUST CONTROL           | 19,006.45         | 0.00       | 0.00          | 19,006.45      |             |
| 4804 PROJECT/HWY ESCROW             | 63,668.68         | 18.27      | 0.00          | 63,686.95      |             |
| 4805 COUNTY SHARE SURTAX            | 3,976,025.40      | 80,682.11  | 157,465.12    | 3,899,242.39   |             |
| 4806 COUNTY SHARE WHEEL TAX         | 235,624.84        | 1,788.85   | 0.00          | 237,413.69     |             |
| 4818 CONSTRUCTION FG 2018 LIT REV   | 12,276,266.45     | 3,850.67   | 580,838.48    | 11,699,278.64  |             |
| 4833 PROJECT/WABASH RIVER HYDROLOGY | 8,686.83          | 15.68      | 0.00          | 8,702.51       |             |
| 4880 PROJECT (REVOLVING)            | 351,471.60        | 634.56     | 5,163.95      | 346,942.21     |             |

Statement of Cash Receipts and Disbursements

Accounting Period: 05/2020

| Fund:                               | 4/30/2020         | May           | May           | 5/31/2020      | Min Balance |
|-------------------------------------|-------------------|---------------|---------------|----------------|-------------|
|                                     | Beginning Balance | Receipts      | Disbursements | Ending Balance |             |
| 4881 PROJECT/HIGHWAY ESCROW (J&C)   | 5,921.68          | 4.29          | 0.00          | 5,925.97       |             |
| 4890 PROJECT/F-LAKE DETENTION       | 267,382.67        | 482.74        | 0.00          | 267,865.41     |             |
| 4891 PROJECT/BERLOVITZ DETENTION    | 2,010.01          | 3.63          | 0.00          | 2,013.64       |             |
| 4892 PROJECT/GREAT LAKES            | 446,416.29        | 805.97        | 2,456.75      | 444,765.51     |             |
| 4893 PROJECT/A ROSS DETENTION       | 24,861.39         | 44.89         | 0.00          | 24,906.28      |             |
| 4897 PROJECT/PHASE II STORMWATER    | 794,108.56        | 14,513.63     | 38,860.13     | 769,762.06     |             |
| 4930 TCSWMD GENERAL                 | 0.00              | 0.00          | 0.00          | 0.00           |             |
| 4931 TCSWMD LEVY EXCESS             | 518.43            | 0.00          | 0.00          | 518.43         |             |
| 4935 DRAIN RECONSTRUCTION ASSIST    | 450,389.44        | 0.00          | 0.00          | 450,389.44     |             |
| 4940 TEMA HAZARD WARNING FUND       | 150,051.44        | 0.00          | 6,605.50      | 143,445.94     |             |
| 4956 FIREARMS RANGE SUPPORT         | 75,000.00         | 0.00          | 0.00          | 75,000.00      |             |
| 4973 CARD REBATE                    | 12,007.47         | 20,484.92     | 65,941.04     | (33,448.65)    |             |
| 5100 PAYROLL CLEARING               | 53,188.52         | 2,852,562.23  | 2,830,354.12  | 75,396.63      |             |
| 5901 RETAINAGE - TYLER CLT          | 3,690.00          | 0.00          | 0.00          | 3,690.00       |             |
| 5950 FRANCIS POWERS TRUST           | 1,895.02          | 158.47        | 713.64        | 1,339.85       |             |
| 5980 BATTLE GROUND FENCE            | 11,148.23         | 20.13         | 0.00          | 11,168.36      |             |
| 5984 PARKS TAX COLLECTIONS          | 50.70             | 0.00          | 0.00          | 50.70          |             |
| 6000 SETTLEMENT                     | 740.53            | 13,021,320.64 | 13,021,416.21 | 644.96         |             |
| 6021 WHEEL TAX                      | 3,806.30          | 7,400.11      | 3,806.30      | 7,400.11       |             |
| 6022 SUR TAX                        | 171,673.91        | 232,135.81    | 171,673.91    | 232,135.81     |             |
| 6023 CVET AGENCY                    | 0.00              | 407,051.00    | 407,051.00    | 0.00           |             |
| 6203 LIT-PROPERTY TAX RELIEF        | 2,949,823.90      | 1,284,198.67  | 2,990,007.30  | 1,244,015.27   |             |
| 7101 STATE FINES & FORFEITURES      | 25,295.28         | 995.00        | 25,295.28     | 995.00         |             |
| 7102 INFRACTION JUDGMENTS           | 116,145.72        | 12,328.07     | 0.00          | 128,473.79     |             |
| 7104 SPECIAL DEATH BENEFIT          | 7,280.00          | 950.00        | 0.00          | 8,230.00       |             |
| 7106 CORONER CONTINUING EDUCATION   | 6,493.50          | 1,026.00      | 0.00          | 7,519.50       |             |
| 7108 MORTGAGE RECORDING FEE ST SHAR | 6,652.50          | 1,645.00      | 0.00          | 8,297.50       |             |
| 7301 EDUCATION PLATE FEES AGENCY    | 0.00              | 150.00        | 150.00        | 0.00           |             |
| 7304 INNKEEPERS TAX COLLECTIONS     | 186,846.78        | 116,637.10    | 0.00          | 303,483.88     |             |
| 7330 LIT-CERTIFIED SHARES           | 0.00              | 5,086,737.42  | 5,086,737.42  | 0.00           |             |
| 7331 LIT PUBLIC SAFETY              | 0.00              | 688,361.17    | 688,361.17    | 0.00           |             |
| 7332 LIT-ECONOMIC DEVELOPMENT       | 0.00              | 3,640,534.50  | 3,640,534.50  | 0.00           |             |
| 8134 CARY HOME JAMS GRANT           | 3,735.21          | 0.00          | 0.00          | 3,735.21       |             |
| 8155 SUPERIOR CT 3 ASSESSMENT       | 3,802.04          | 0.00          | 0.00          | 3,802.04       |             |
| 8198 ICAC TASK FORCE                | (277.00)          | 0.00          | 0.00          | (277.00)       |             |
| 8226 CC TANF BLOCK GRANT            | 4,141.39          | 0.00          | 0.00          | 4,141.39       |             |
| 8231 HIGHWAY SAFETY PROGRAM         | 1,691.27          | 0.00          | 0.00          | 1,691.27       |             |
| 8235 SPEED LIMIT PROJECT            | 31,781.38         | 0.00          | 0.00          | 31,781.38      |             |
| 8271 PROSECUTOR ICJI HTCU           | (47,660.52)       | 37,388.52     | 0.00          | (10,272.00)    |             |
| 8272 PROSECUTOR ICJI VOCA           | (49,756.83)       | 0.00          | 15,600.24     | (65,357.07)    |             |
| 8330 HELP AMERICA VOTE              | 1,925.00          | 0.00          | 0.00          | 1,925.00       |             |
| 8401 TRAFFIC/AREA PLAN              | (10,338.95)       | 0.00          | 0.00          | (10,338.95)    |             |
| 8404 APC SURP CARROLL COUNTY        | 30,961.42         | 0.00          | 0.00          | 30,961.42      |             |
| 8416 TEMA 2005 SHSP                 | 25,421.34         | 0.00          | 0.00          | 25,421.34      |             |
| 8438 TEMA SHSP HAZMAT TQP           | 0.00              | 0.00          | 0.00          | 0.00           |             |
| 8463 STD PREVENTION GRANT           | (27,910.91)       | 0.00          | 11,020.81     | (38,931.72)    |             |
| 8464 IMMUNIZATION GRANT             | (2,485.47)        | 0.00          | 3,053.05      | (5,538.52)     |             |
| 8476 HPP & PHEP BASE GRANT          | 632.70            | 0.00          | 17,321.24     | (16,688.54)    |             |
| 8482 HIV PREVENTION HEALTH PROGRAM  | (2,601.17)        | 0.00          | 1,698.72      | (4,299.89)     |             |
| 8483 QUICK RESPONSE TEAM            | 3,878.98          | 0.00          | 0.00          | 3,878.98       |             |
| 8502 CASA VOCA B                    | 1,435.04          | 0.00          | 0.00          | 1,435.04       |             |
| 8507 CASA ICJI VOCA                 | (54,231.35)       | 38,982.31     | 19,513.40     | (34,762.44)    |             |
| 8624 ADOLESCENT SUB ABUSE           | 3,175.40          | 0.00          | 0.00          | 3,175.40       |             |
| 8625 CHILDREN'S ADVOCACY GRANT      | 1,546.94          | 0.00          | 0.00          | 1,546.94       |             |
| 8632 COURT TECH IMPROVEMENT         | 22.52             | 0.00          | 0.00          | 22.52          |             |
| 8634 COURT IMPROVEMENT PROJECT      | 194.91            | 0.00          | 0.00          | 194.91         |             |
| 8637 SUP 3 NCJFCJ GRANT             | (1,482.56)        | 637.56        | 0.00          | (845.00)       |             |
| 8653 JPAR GRANT                     | 60,000.00         | 0.00          | 0.00          | 60,000.00      |             |

Statement of Cash Receipts and Disbursements

Accounting Period: 05/2020

| Fund:                               | 4/30/2020            | May                  | May                  | 5/31/2020            | Min Balance          |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                     | Beginning Balance    | Receipts             | Disbursements        | Ending Balance       |                      |
| 8665 COMPREHEN OPIOID ABUSE PROGRAM | 47,270.11            | 0.00                 | 16,254.69            | 31,015.42            |                      |
| 8726 D-4 EMERGENCY DEPLOYMENT       | 23,193.83            | 0.00                 | 0.00                 | 23,193.83            |                      |
| 8880 WIC                            | (78,402.97)          | 77,841.32            | 107,094.47           | (107,656.12)         |                      |
| 8882 WIC PEER COUNSELOR             | (3,450.56)           | 2,633.13             | 3,981.71             | (4,799.14)           |                      |
| 8895 93.563 TITLE IV-D INCENTIVE    | 37,476.99            | 67.66                | 1,941.32             | 35,603.33            |                      |
| 8897 93.563 PROSECUTOR IV-D INCENTI | 110,024.03           | 198.64               | 5,964.26             | 104,258.41           |                      |
| 8899 93.563 CLERK IV-D INCENTIVE-PO | 82,841.62            | 149.56               | 3,253.76             | 79,737.42            |                      |
| 9107 CASAs FOR KIDS                 | 32,973.02            | 0.00                 | 5,578.21             | 27,394.81            |                      |
| 9108 COMMUNITY CROSSING             | 0.00                 | 0.00                 | 0.00                 | 0.00                 |                      |
| 9114 JUV CASE ASSESSMENT TRIAGE     | 41,283.35            | 0.00                 | 2,938.54             | 38,344.81            |                      |
| 9136 SAFE SLEEP PROGRAM GRANT       | 0.50                 | 0.00                 | 0.00                 | 0.50                 |                      |
| 9144 CLAF BYRNE LOCAL LAW ENF       | 0.00                 | 7,062.00             | 0.00                 | 7,062.00             |                      |
| 9146 INDIANA AMERICAN WATER GRANT   | 1,000.00             | 0.00                 | 0.00                 | 1,000.00             |                      |
| 9165 CHep BOILERWORX                | 86.98                | 0.00                 | 0.00                 | 86.98                |                      |
| 9168 WCI / FIMR                     | 23,685.80            | 0.00                 | 8,255.60             | 15,430.20            |                      |
| 9171 SYRINGE SVCS - THFGI           | 10,044.65            | 0.00                 | 0.00                 | 10,044.65            |                      |
| 9178 GATEWAY TO HOPE COUNSELING     | 15,200.00            | 0.00                 | 0.00                 | 15,200.00            |                      |
| 9182 SCAAP GRANT                    | 23,150.79            | 0.00                 | 0.00                 | 23,150.79            |                      |
| 9185 PROJ LIFESAVER - MCALLISTER    | 1,263.70             | 0.00                 | 0.00                 | 1,263.70             |                      |
| 9203 JA TRUANCY MEDIATION           | 6,602.70             | 0.00                 | 2,593.08             | 4,009.62             |                      |
| 9211 JUV ALT SAFE PLACE GRANT       | 701.16               | 628.54               | 16.55                | 1,313.15             |                      |
| 9212 IDHS FOUNDATION GRANT          | (3,046.44)           | 0.00                 | 0.00                 | (3,046.44)           |                      |
| 9213 JUV ALT DOC JDAI               | 11,014.75            | 3,713.55             | 137.16               | 14,591.14            |                      |
| 9214 JDAI PERFORMANCE GRANT         | 22,286.89            | 0.00                 | 1,217.50             | 21,069.39            |                      |
| 9218 CC DOC ADULT GRANT             | 266,558.07           | 0.00                 | 0.00                 | 266,558.07           |                      |
| 9219 CC DOC ADULT GRANT             | 182,107.09           | 124,339.62           | 89,128.94            | 217,317.77           |                      |
| 9220 CC DOC COMMUNITY TRANSITIONS   | 409.80               | 0.00                 | 0.00                 | 409.80               |                      |
| 9242 SIA FOUNDATION GRANT WOW       | 444.63               | 0.00                 | 0.00                 | 444.63               |                      |
| 9252 IFSSA ADULT PROTECT SVC        | (84,603.68)          | 22,050.93            | 26,454.86            | (89,007.61)          |                      |
| 9254 ICJI EEDMA PROJECT             | 7,857.86             | 0.00                 | 0.00                 | 7,857.86             |                      |
| 9259 DRUG PROSECUTION FUND          | 554.54               | 0.00                 | 0.00                 | 554.54               |                      |
| 9504 CASA JFC GRANT                 | 1,111.10             | 0.00                 | 0.00                 | 1,111.10             |                      |
| 9512 DOC PROBATION GRANT            | 6,320.93             | 0.00                 | 0.00                 | 6,320.93             |                      |
| 9513 DOC PROBATION GRANT            | 12,696.70            | 10,929.38            | 9,824.85             | 13,801.23            |                      |
| 9532 CASA CAPACITY BLDG GRANT       | 193.94               | 0.00                 | 6,939.42             | (6,745.48)           |                      |
| 9535 VETERANS TREATMENT             | 18,345.82            | 0.00                 | 0.00                 | 18,345.82            |                      |
| 9549 COURT INTERPRETER IN SUPREME C | 80.24                | 380.00               | 380.00               | 80.24                |                      |
| 9623 FAMILY COURT GRANT             | 140.00               | 0.00                 | 0.00                 | 140.00               |                      |
| 9631 TAGS VASIA GRANT               | 75,000.00            | 0.00                 | 37,500.00            | 37,500.00            |                      |
| 9641 JUV ALT DOC GRANT              | 29,649.50            | 15,414.81            | 19,619.59            | 25,444.72            |                      |
| 9642 JUV ALT DOC BONUS GRANT SF19   | 5,425.00             | 0.00                 | 0.00                 | 5,425.00             |                      |
| 9760 TB GRANT                       | 4,398.47             | 0.00                 | 0.00                 | 4,398.47             |                      |
| <b>GRAND TOTAL</b>                  | <b>98,672,530.12</b> | <b>35,557,704.90</b> | <b>39,036,721.34</b> | <b>95,193,513.68</b> | <b>24,450,000.00</b> |

**RESOLUTION NO. 2020-18-CL**

**TIPPECANOE COUNTY COUNCIL  
FOR THE DESIGNATION  
OF AN ECONOMIC REVITALIZATION AREA**

**APPLICATION OF  
DORMIE, LLC  
DECLARATORY RESOLUTION**

**WHEREAS**, the Tippecanoe County Council has been advised by Dormie, LLC (collectively “Applicant”) of a proposed revitalization program, including certain real property redevelopment and rehabilitation, on approximately 11 acres of a 44.56 acre parcel having parcel ID parcel ID # 79-12-18-100-001.000-012 currently owned by John C. Rice and Lana K. Rice, Trustees, located in Wea Township, Tippecanoe County, Indiana, on County Road 400 South at its intersection with County Road 500 East. The 11 acres consists of the following legal description and is scheduled to be acquired by Dormie, LLC:

A part of the West Half of the Northwest Quarter of Section 18, Township 22 North, Range 3 West of the 2<sup>nd</sup> Principal Meridian, Tippecanoe County Indiana based upon a survey prepared by Adam J. Beery, Professional Surveyor Number 20700069, HWC Engineering Job Number 2020-117-S, dated May 19, 2020; more particularly described as follows:

COMMENCING at the northwest corner of the Northwest Quarter of said Section 18 marked by a RT-1 over a Bernsten 1A monument per Tippecanoe County Surveyor reference ties; thence South 00 degrees, 35 minutes, 56 seconds East (grid bearing based upon Indiana State Plane - West Zone, NAD 83, 2011, EPOCH 2010.0000) along the west line of said Northwest Quarter Section a distance of 526.68 feet to the POINT OF BEGINNING, being marked by a MAG nail with washer stamped “HWC ENGINEERING FIRM #0114”; thence continuing South 00 degrees 35 minutes 46 seconds East along said west line a distance of 726.00 feet to the south line of the land described in Instrument Number 201919016414 as recorded in the Office of the Recorder, Tippecanoe County, Indiana marked by an iron bar; thence North 89 degrees 52 minutes 19 seconds East along said south line a distance of 660.00 feet to a 5/8 inch rebar with cap stamped “HWC ENGINEERING FIRM #0114”; thence North 00 degrees 35 minutes 56 seconds West parallel with said west line a distance of 726.00 feet to a 5/8 inch rebar with cap stamped “HWC ENGINEERING FIRM #0114”; thence South 89 degrees 52 minutes 19 seconds West parallel with said south line a distance of 660 feet to the POINT OF BEGINNING containing 11.000 acres, more or less.

(the 11 acres hereinafter referred to as “the Property”); and it has been requested by Applicant, to designate the Property as an economic revitalization area under and pursuant to Indiana Code §6-1.1-12.1, from the date hereof through and including December 31, 2030; and

**WHEREAS**, The Property is located within the McCarty Lane-Southeast Industrial Expansion Economic Development Area; and

**WHEREAS**, the Tippecanoe County Council hereby finds, based on the information provided by the applicant, that the Property is an area that has become undesirable for, or impossible of, normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvement or character of occupancy, age, obsolescence, substandard buildings or other factors which have impaired values or prevented a normal development of property or use of property and that the designation of the area as an economic revitalization area would enhance the opportunity for the creation of new jobs and the protection of current employment; and

**WHEREAS**, Dormie, LLC anticipates increases in the assessed value of such real property from the proposed redevelopment or rehabilitation of real property as such terms are defined in Indiana Code §6-1.1-12.1-1(5) and (6), and has submitted an application and other documents, including the documents attached hereto as Exhibit A, to the Tippecanoe County Council as incorporated herein by reference; and

**WHEREAS**, Dormie LLC anticipates the improvement of real estate in the form of a 20,000 square foot building of which 75% will be warehouse space and 25% will be office space along with a 6 acre equipment yard all for the Highway Construction services as more fully set forth in Applicant's Application and has submitted an application and other documents, including a Form SB-1 Statement of Benefits - Real Property on May 19, 2020 (dated April 24, 2020), to the Tippecanoe County Council as incorporated herein by reference; and

**WHEREAS**, the Tippecanoe County Council has reviewed the Form SB-1 Real Estate Statement of Benefits and other information brought to its attention, and hereby determines that it is in the best interest of Tippecanoe County, Indiana, to designate the area described in Exhibit A as an economic revitalization area and that the deductions under Indiana Code §6-1.1-12.1-3 should be allowed based on the following findings with respect to the proposed redevelopment or rehabilitation:

- (1) The estimate of the value of the redevelopment or rehabilitation is reasonable for projects of that nature and equipment of that type.
- (2) The estimate of the number of individuals who will be employed or whose employment will be retained can be reasonably expected to result from the proposed described redevelopment and rehabilitation.
- (3) The estimate of the annual salaries of those individuals who will be employed or whose employment will be retained can be reasonably expected to result from the proposed described redevelopment or rehabilitation.
- (4) The other benefits with respect to which applicant has provided information, including the number of individual opportunities for employment, both temporary and permanent, and the compensation to be paid to employees, along with the value of the acquisition and construction of improvements, are benefits of the type and quality anticipated by the County Council within the economic revitalization area and can reasonably be expected to result from the proposed described redevelopment.

(5) The totality of benefits is sufficient to justify the deductions.

**WHEREAS**, the Tippecanoe Council hereby finds that the purposes of Indiana Code chapter §6-1.1-12.1 are served by allowing the owner of said real estate the deductions provided by Indiana Code §6-1.1-12.1-3 with respect to improvements to **real estate for a period of ten (10) years**;

**NOW, THEREFORE, BE IT RESOLVED** by the Tippecanoe County Council, Tippecanoe County, Indiana, that:

1. The area consisting of the Property is **designated as an economic revitalization area** within the meaning of Indiana Code §6-1.1-12.1 from the date of adoption of this Declaratory Resolution **through and including December 31, 2030**.

2. Subject to approval of the Board of Commissioners for Tippecanoe County under Indiana Code §6-1.1-12.1-2(k) for statements of benefits concerning property in an allocation area, the Applicant, as owner of property within the above-designated economic revitalization area shall be entitled to the **deductions** provided by Indiana Code §6-1.1-12.1-3 for a period of **ten (10) years with respect to real property** which is redeveloped or rehabilitated as contemplated by and reflected in the Statement of Benefits heretofore filed with Tippecanoe County according to the following schedule:

|         |      |
|---------|------|
| YEAR 1  | 100% |
| YEAR 2  | 90%  |
| YEAR 3  | 80%  |
| YEAR 4  | 70%  |
| YEAR 5  | 60%  |
| YEAR 6  | 50%  |
| YEAR 7  | 40%  |
| YEAR 8  | 30%  |
| YEAR 9  | 20%  |
| YEAR 10 | 10%  |

3. Notice of the adoption and substance of this resolution and all other disclosure required by Indiana Code §6-1.1-12.1-2.5 shall be duly published in accordance with Indiana Code §5-3-1, which notice shall state a date for a public hearing on this resolution and that on that date, after hearing objections and remonstrances and considering evidence thereon, this Council will take final action determining whether the qualifications for an economic revitalization area have been met and confirming, modifying and confirming, or rescinding this resolution.

4. If any part, clause, or portion of this resolution shall be adjudged invalid, such invalidity shall not affect the validity of this resolution as a whole or any part, clause, or portion of the resolution.

Presented to the County Council of Tippecanoe County, Indiana, and adopted this 10th day of June, 2020.

TIPPECANOE COUNTY COUNCIL

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Kevin L. Underwood, President

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John R. Basham, III, Vice President

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Lisa Dullum

---

Jody Hamilton

---

Ben Murray

---

Kathy Vernon

---

Roland K. Winger

ATTEST:

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Robert Plantenga, Tippecanoe County Auditor

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

TUESDAY, May 12, 2020

8:30 a.m.

Tippecanoe Room, Tippecanoe County Office Building  
20 N 3rd Street, Lafayette, Indiana

**Councilmembers present:** President Kevin Underwood, Vice President, John Basham, Jody Hamilton, Ben Murray and Roland Winger. Attending virtually: Kathy Vernon and Lisa Dullum.

**Others present:** Auditor Robert A. Plantenga, and Recording Secretary John Thomas. Attorney Doug Masson attended virtually

### I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Underwood called the meeting to order and led the Pledge of Allegiance.

### II. AUDITOR'S FINANCIAL REPORT – Bob Plantenga

The 2020 financial statement shows a General Fund beginning cash balance of \$12,329,109. Subtracting out the projected miscellaneous revenue, property taxes and deductions for circuit breakers leaves the total funds available of \$62,084,666. After deducting encumbrances, the 2020 Budget and minimum balances established by Council the beginning net balance is \$1,800,784. Since there were no additional appropriations approved yet in 2020, the beginning balance available for appropriations is \$1,800,784.

Revenue Report highlights include: Other Taxes/LIT (fund 0111) is a monthly receipt and is reflected in the balance. The Charges for Services may be reduced a bit because of the lack of activity in the community, including the Fairground rental and Health Department vaccines. The Revenues collected are 14.1% of budget and we are 33% through the year, but revenues will increase soon with property taxes coming in.

The fund balances show: 1) the General Fund (1000) was at \$3.316 million at the end of April which is below the Minimum Balance but that is more important at the end of the year and the fund will trend down until June when it is replenished with property taxes. The LIT Economic Development (fund 1112) has over \$14.7 million in it. The County receives \$333,000 every month for the LIT Public Safety (fund 1170) and have not had any requests nor spent any of the fund. The Adult Probation user fees (fund 2000) now has a healthier balance. The Court Services Substance Abuse (fund 2580) also now has a healthier balance but with many working from home their revenues for May will be down and three payrolls in May. The County Self Insurance (fund 4710) is at \$9.25 million with more coming in than going out. The LIT Property Tax Relief (fund 6203) comes from income taxes and is used for homestead credits. The County has been notified that it will soon receive a Supplemental Distribution of the LIT in the amount of \$5.8 million for which \$1,25 million will be deposited into the General Fund, \$1 million into the EDIT fund and \$744,000 into property tax relief.

Lisa Dullum asked if there would be any impact on revenues for the delayed penalty of late tax payments. President Underwood stated that he thought The Treasurer would cover that in her presentation.

### III. TREASURER'S REPORT – Jennifer Weston

At the end of yesterday, 56% of the property taxes had been posted which is lower than usual (due to the Governor's Order that penalties are to be removed if the tax is paid by July 10), but there are several trays of mail and some large payments that need to be posted, so she feels the County is close to normal and is not too concerned. All tax payments should be posted by the end of the week.

Interest rates are in the 0.35% range which is where we knew they would be and where we were in 2015. There was a large CD that matured in April which helped our end of the month total interest

receipts of \$202,326.24. The drop in interest rates is evident on both the bank side and the investment side.

Tax distributions show the General Fund at \$445,000 and has just revised her revenue budget projection down from \$1.2 million to \$825,000 due to the rate decrease. The revenues are at 54.0% which is a little high because of the CD. As the Council's directed, the interest from the County's self-insurance fund is now deposited into the General Fund.

#### IV. PUBLIC COMMENT ON AGENDA ITEMS – None

#### V. CONSENT AGENDA

- Councilmember Basham moved to approve the consent agenda as distributed, second by Councilmember Winger. Motion carried.

#### A. Approval of Meeting Minutes from March 10, 2020 (There was no regular meeting on April 14, 2020)

#### B. Prosecutor - APS Fund 9252 SF20

|          |      |    |       |                                   |
|----------|------|----|-------|-----------------------------------|
| Transfer | From | \$ | 300   | Travel & Training                 |
|          | To   |    |       | Minor Equipment / Office Supplies |
|          | From | \$ | 3,420 | Travel & Training                 |
|          | To   |    |       | General / Machinery & Equipment   |

#### C. TEMA – General Fund 1000

|          |      |    |       |                                    |
|----------|------|----|-------|------------------------------------|
| Transfer | From | \$ | 4,000 | Minor Equipment / Repairs & Maint. |
|          | To   |    |       | Overtime / Salaries                |
|          | From | \$ | 306   | Minor Equipment / Repairs & Maint. |
|          | To   |    |       | Social Security                    |
|          | From | \$ | 448   | Minor Equipment / Repairs & Maint. |
|          | To   |    |       | Perf Retirement                    |

#### D. Health – HPP/PHEP Fund 8476 SF20

|          |      |    |     |                   |
|----------|------|----|-----|-------------------|
| Transfer | From | \$ | 326 | Travel & Training |
|          | To   |    |     | Medical Supplies  |

#### E. Treasurer – General Fund 1000

|          |      |    |     |                      |
|----------|------|----|-----|----------------------|
| Transfer | From | \$ | 700 | Part Time / Salaries |
|          | To   |    |     | Office Supplies      |
|          | From | \$ | 54  | Social Security      |
|          | To   |    |     | Office Supplies      |

#### F. Voter Registration – General Fund 1000

|          |      |    |       |                     |
|----------|------|----|-------|---------------------|
| Transfer | From | \$ | 7,000 | Postage & Freight   |
|          | To   |    |       | Office Supply Forms |

#### G. CASA – General Fund 1000

|          |      |    |    |                   |
|----------|------|----|----|-------------------|
| Transfer | From | \$ | 11 | Social Security   |
|          | To   |    |    | Office Supplies   |
|          | From | \$ | 1  | Social Security   |
|          | To   |    |    | Travel & Training |

#### H. Health – LHT Carryover Fund 4206, *Khala Hochstedler*

|                     |    |        |                                |
|---------------------|----|--------|--------------------------------|
| Grant Appropriation | \$ | 20,000 | Institutional Medical Supplies |
|---------------------|----|--------|--------------------------------|

#### VI. ADDITIONAL APPROPRIATIONS:

#### A. Board of Elections/Clerk

##### 1. General Fund 1000

|               |    |        |                  |
|---------------|----|--------|------------------|
| Appropriation | \$ | 53,563 | Election Workers |
|               | \$ | 4,437  | Social Security  |
|               | \$ | 58,000 | Total Requested  |

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Basham.  
Councilmember Winger stated that additional staff will be needed because of the expected high number of mail-in ballots this year.  
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. Incentive IV-D Fund

|               |    |        |                             |
|---------------|----|--------|-----------------------------|
| Appropriation | \$ | 10,000 | Other Professional Services |
|---------------|----|--------|-----------------------------|

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Basham. Motion carried.

**B. CASA** – *Coleen Conner presented and recommended:*

CASA for Kids Fund 9107 CF20

|                     |    |     |                 |
|---------------------|----|-----|-----------------|
| Grant Appropriation | \$ | 100 | Minor Equipment |
|---------------------|----|-----|-----------------|

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Vernon.

This appropriates the remaining \$100 in the 2020 CASA for Kids funds.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**C. Sheriff** – *Robert Goldsmith presented and recommended:*

Sheriff Donation Fund 4127

|               |    |     |                |
|---------------|----|-----|----------------|
| Appropriation | \$ | 250 | Other Supplies |
|---------------|----|-----|----------------|

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.

The donation fund is typically used for Explorers and this appropriation will be used for T-shirts.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**D. Community Corrections**

Misdemeanor Fund 1175

|               |    |        |                             |
|---------------|----|--------|-----------------------------|
| Appropriation | \$ | 25,713 | Other Professional Services |
|---------------|----|--------|-----------------------------|

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham. This covers vehicle lease payments.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**E. Area Plan** – *Sallie Fahey presented and recommended:*

MPO Conference Fund 8402

|                     |    |        |                             |
|---------------------|----|--------|-----------------------------|
| Grant Appropriation | \$ | 10,000 | Office Supplies             |
|                     | \$ | 15,000 | Other Professional Services |
|                     | \$ | 40,000 | Travel & Training           |
|                     | \$ | 65,000 | Total Requested             |

- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Murray.

The MPO Conference Fund comes from the Federal Highway Administration, conference fees and sponsorships. While the conference may be rescheduled, the planning and facility rental arrangements are on-going and need to be finalized.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**F. Health** – *Khala Hochstedler presented and recommended:*

STD Prevention Fund 8463 FY21

|                     |    |        |                             |
|---------------------|----|--------|-----------------------------|
| Grant Appropriation | \$ | 27,144 | Part Time Salaries          |
|                     | \$ | 44,116 | Full Time Salaries          |
|                     | \$ | 5,451  | Social Security             |
|                     | \$ | 7,981  | PERF Retirement             |
|                     | \$ | 24,600 | Other Professional Services |

|    |                |                                |
|----|----------------|--------------------------------|
| \$ | 2,500          | Travel & Training              |
| \$ | 4,500          | Institutional Medical Supplies |
| \$ | 1,400          | Office Supplies                |
| \$ | 165            | Long Term Disability           |
| \$ | 13,589         | Health Insurance               |
| \$ | 109            | Life Insurance                 |
| \$ | <u>131,555</u> | <i>Total Requested</i>         |

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Winger. This is for continued operation of the STD clinic through 2021. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**G. DOIT – Kent Kroft presented and recommended:**

LIT / EDIT Fund 1112

|               |    |               |  |
|---------------|----|---------------|--|
| Appropriation | \$ | 23,695        | Other Professional Services                |
|               | \$ | <u>24,500</u> | <u>General / Machinery &amp; Equipment</u> |
|               | \$ | <u>48,195</u> | <i>Total Requested</i>                     |

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham. This is for a consultant to temporarily assist the GIS section. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**H. Highway – Stewart Kline presented and recommended:**

1. LRS Fund 1169

|               |    |        |                            |
|---------------|----|--------|----------------------------|
| Appropriation | \$ | 50,000 | Repair Vehicle & Equipment |
|---------------|----|--------|----------------------------|

- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Winger. This appropriates the insurance payment for a single county vehicle accident. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. 2020 Salary Statement \$ 42,510 Admin Asst. Comot III, Formerly Acct. Clerk  
\$ 39,960 Admin Asst, Comot III, Eliminated Office Mgr.

- Councilmember Basham moved to approve the salary statement as presented, second by Councilmember Winger. This change has been approved by the Commissioners and involves revisiting position titles without any salary changes. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**I. Commissioners – Thomas Murtaugh presented and recommended:**

General Fund 1000

|               |    |        |                   |
|---------------|----|--------|-------------------|
| Appropriation | \$ | 12,000 | Postage & Freight |
|---------------|----|--------|-------------------|

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham. This covers the expected increase in mailing costs for the upcoming elections. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**VII. COMMITTEE REPORTS**

- Councilmember Murray attended a virtual Carry Home Board meeting that laid out the multiyear plan for the Juvenile Alternatives program. He came away impressed with the work being done by the staff.

**VIII. UNFINISHED/NEW BUSINESS**

A. 2020 Council Assignments & Appointments

- Councilmember Winger moved to approve the Resolution as presented, second by Councilmember Murray.

The internal and public appointments and assignments were discussed and accepted as distributed.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**B. Resolution No. 2020-16-CL**, IDEM petition to establish a regional sewer district

- Councilmember Winger moved to approve the Resolution as presented, second by Councilmember Basham.

This is one more step in establishing a regional sewer district for Buck Creek, Colburn and Americus and is part of an IDEM petition that next goes to the Commissioners for signature. The Master Plan recommended a centrally located treatment plant for an estimated \$9 million. An application will be made for funds from OCRA Rural Development grants and Baker-Tilly will evaluate and set rates. Councilmember Basham asked why the projected cost is twice that for the recently completed Romney system and Commissioner Murtaugh noted that this will serve three communities that are separated by many miles.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**C. 2021 Budget Hearings** will begin 08/25/2020 at 8:30 am and the evening public hearing will be 09/03/2020 at 6:00 pm. The Auditor asked that the Revenue Committee meet and discuss revenue projections for 2021. There was general agreement to meet prior to the public meetings.

**IX. COMMISSIONER FYI** – *Tom Murtaugh presented:*

- A. The Health Department will hold its regularly scheduled COVID-19 Briefing Wednesday at 1:00pm.
- B. There will be a Department Heads meeting Tuesday noon.
- C. Highway revenues have declined so the Department is discontinuing the cooperative dust control program for the time being.

**X. PUBLIC COMMENT** – None

**XI. ADJOURNMENT**

- Councilmember Hamilton moved to adjourn, and the President adjourned the meeting.

**TIPPECANOE COUNTY COUNCIL**

\_\_\_\_\_  
Kevin L. Underwood, President

\_\_\_\_\_  
John R. Basham II, Vice President

\_\_\_\_\_  
Jody Hamilton

\_\_\_\_\_  
Lisa Dillum

\_\_\_\_\_  
Ben Murray

\_\_\_\_\_  
Kathy Vernon

\_\_\_\_\_  
Roland K. Winger

ATTEST:

\_\_\_\_\_  
Robert A. Plantenga, Auditor                      6/9/2020

Minutes prepared by John Thomas, Recording Secretary



**REQUEST FOR TRANSFER  
BETWEEN SERIES**

Fiscal Year: 2019-2020 FF20<sup>18</sup>

Fund Name: ICAC

**Purpose:**

For use to transfer budget between series (i.e. Personal Services to Other Services) within a fund. Requires Council approval.

| <i>Transfer From:</i> |                     | AMOUNT IN WHOLE DOLLARS |          |
|-----------------------|---------------------|-------------------------|----------|
| ACCOUNT NUMBER        | ACCOUNT DESCRIPTION | REQUESTED               | APPROVED |
| 81985910 3210         | Travel              | \$ 4,000                |          |
|                       |                     |                         |          |
|                       |                     |                         |          |
|                       |                     |                         |          |
|                       |                     |                         |          |

| <i>Transfer To:</i> |                     | AMOUNT IN WHOLE DOLLARS |          |
|---------------------|---------------------|-------------------------|----------|
| ACCOUNT NUMBER      | ACCOUNT DESCRIPTION | REQUESTED               | APPROVED |
| 81985910 2140       | Minor Equipment     | \$ 4,000                |          |
|                     |                     |                         |          |
|                     |                     |                         |          |
|                     |                     |                         |          |
|                     |                     |                         |          |

**COUNCIL REPRESENTATIVES:**

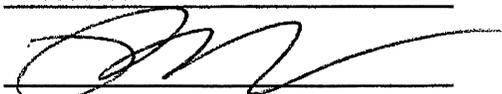
- 1) Winger
- 2) Dullum

**EXPLANATION OF REQUEST:**

equipment for ICAC

Date stamped "On Receipt"  
by County Auditor's Office

DEPARTMENT: Prosecutor

SIGNATURE: 

DATE: May 27, 2020

**FILED**  
MAY 27 2020  
*Richard A. Hartman*  
AUDITOR OF TIPPECANOE CO.









# REQUEST FOR APPROPRIATION

Fiscal Year: 2020  
Fund Name: MVH-R

**Purpose:**

For use in appropriating budget of General Funds, Donations, Non-Grant or Miscellaneous Funds.

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT IN WHOLE DOLLARS |          |
|----------------|---------------------|-------------------------|----------|
|                |                     | REQUESTED               | APPROVED |
| 1173 8062 4210 | ROADS & STREETS     | \$ 212,221              |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
| <b>TOTAL</b>   |                     | <b>\$ 212,221</b>       |          |

COUNCIL REPRESENTATIVES:

- 1) Basham
- 2) Hamilton

EXPLANATION OF REQUEST:

FEDERAL REIMBURSEMENTS FOR ROADS &  
STREETS

Date stamped "On Receipt"  
by County Auditor's Office

DEPARTMENT: Highway

SIGNATURE: *Ann W. K...*

DATE: May 19, 2020

FILED

MAY 20 2020

Robert A. Hartigan  
AUDITOR OF TIPPECANOE CO.





# REQUEST FOR APPROPRIATION

Fiscal Year: 2020  
Fund Name: CUM BRIDGE

**Purpose:**

For use in appropriating budget of General Funds, Donations, Non-Grant or Miscellaneous Funds.

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT IN WHOLE DOLLARS |          |
|----------------|---------------------|-------------------------|----------|
|                |                     | REQUESTED               | APPROVED |
| 1135 8162 4220 | BRIDGES             | \$ 80,000               |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
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|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
|                |                     |                         |          |
| <b>TOTAL</b>   |                     | <b>\$ 80,000</b>        |          |

COUNCIL REPRESENTATIVES:

- 1) Basham
- 2) Hamilton

EXPLANATION OF REQUEST:

Different department number

Date stamped "On Receipt"  
by County Auditor's Office

DEPARTMENT: Highway

SIGNATURE: *Steve W. K...*

DATE: May 20, 2020

FILED

MAY 20 2020

*Robert A. Hartman*  
 AUDITOR OF TIPPECANOE CO







# REQUEST FOR GRANT APPROPRIATION

Fiscal Year: FY2020

Fund Name: CDBG COVID19  
Project Code: 8901FY21

**Purpose:**

For use in appropriating, or establishing budget, of Federal, State, or Local Grants

|                  |                     |                   |            |
|------------------|---------------------|-------------------|------------|
| Project Name:    | COVID-19 Assistance | Occurrence:       | pandemic   |
| Granting Agency: | CDBG - OCRA         | Grant Period:     | 1/20/2020- |
| Grant Award:     | \$ 100,000          | Grant Number:     |            |
| Match:           | n/a                 | CFDA Number:      | 14.228     |
| Total Project:   | \$ 100,000          | Required Reports: | quarterly  |
| Payment:         | reimbursement       |                   |            |

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT IN WHOLE DOLLARS |          |
|----------------|---------------------|-------------------------|----------|
|                |                     | REQUESTED               | APPROVED |
| 89019010-2220  | Medical Supplies    | \$ 75,000               |          |
| 89019010-3210  | Transportation      | \$ 25,000               |          |
|                |                     |                         |          |
|                |                     |                         |          |
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|                |                     |                         |          |

**COUNCIL REPRESENTATIVES:**

- 1) Underwood
- 2) Murray

**EXPLANATION/PROJECT DESCRIPTION:**

OCRA pass thru funding of CDBG for COVID-19 related emergency expenses covering those who have been placed in isolation or quarantine during the pandemic in Tippecanoe County.

Date stamped "On Receipt"  
by County Auditor's Office

DEPARTMENT: Health

SIGNATURE: *[Handwritten Signature]*

DATE: May 15, 2020

**FILED**

**MAY 18 2020**

*[Handwritten Signature]*

AUDITOR OF TIPPECANOE CO.



April 22, 2020

Tracy Brown, Commissioner President  
Tippecanoe County  
20 N. Third Street  
Lafayette, IN 47901

RE: **Notice of Grant Award**  
Community Development Block Grant (CDBG) Number **CV-19-103**

Dear Commissioner President,

We are pleased to congratulate **Tippecanoe County** on the recent announcement that the Indiana Office of Community & Rural Affairs has approved your community's application for Community Development Block Grant (CDBG) funds. An identification number of **CV-19-103** has been assigned to this grant by the Grant Services Division. Please use this identification number in all future correspondence and/or reports respective to this grant project.

A total of **\$100,000.00** in CDBG funding has been approved for the following activities:

|                        |                     |
|------------------------|---------------------|
| <b>Public Services</b> | <b>\$100,000.00</b> |
| <b>Total</b>           | <b>\$100,000.00</b> |

**Recently, your community was asked to register as a bidder with the State of Indiana.** This assigns a User ID and Password to access your grant agreement. In the coming weeks your community will receive an e-mail from [amoschell@lg.in.gov](mailto:amoschell@lg.in.gov) that contains a link to the electronic grant agreement which must be digitally signed. Please follow the linked instructions in that e-mail for **“How to Sign an Electronic Grant Agreement”**.

It is recommended you have your legal counsel, as well as any proposed subrecipients (if applicable), review the grant agreement prior to execution. Attached to the email will be a downloadable copy of the electronic grant agreement is available as a PDF document for review. Do NOT sign the attachment PDF. Your legal counsel is encouraged to contact Grant Services at (317) 232-8031 if there are any questions regarding the requirements and responsibilities discussed herein or terms/conditions outlined in the grant agreement.

It normally takes approximately forty-five (45) days following receipt of the returned, signed agreement to complete the processing of the grant agreement and establishment of your new grant account. Four (4) state agencies must execute all such grant agreements. Upon execution of the grant agreement by the State, the CEO will receive an email from [gmisworkflow@iot.in.gov](mailto:gmisworkflow@iot.in.gov) with a link to the executed grant agreement. Please print this for the local project file.

**1. Readiness-to-proceed and completion date requirements:**

This grant was awarded to your community based upon various assurances and threshold criteria. A critical criterion for funding is that the project be completed within the time period specified in the forthcoming grant agreement. These are federal CDBG funds and the U. S. Department of Housing and Urban Development (HUD) mandates that the Indiana

Office of Community & Rural Affairs expend these funds within **twelve (12) months** from the date these funds are allotted to the State of Indiana. **“Project Completion Date” is 5/8/2021.**

The Indiana Office of Community & Rural Affairs expects this project to be completed and closeout documents submitted by the expiration date stipulated in the grant agreement. You and your consultants have certified readiness-to-proceed on this project respective to financing, environmental clearance, preliminary engineering and site control issues. Since the date the application was submitted, if events have occurred which will preclude completion of the project by the date specified in the grant agreement, please notify Grant Services and OCRA with a letter or email stating the events which have negated your readiness-to-proceed and project completion timetable certified in your grant application.

**2. Cost incurrence and reimbursement issues (federal CDBG-funds):**

**At this time, expenses may be incurred on the project for which the community expects to request reimbursement from CDBG funds prior to grant execution.** Grantees may sign engineering, architecture and grant administration contracts prior to receiving Environmental Release. The grantee may sign these contracts only prior to Environmental Release at their own risk. No funds may be drawn down until the grantee receives both the Environmental Release and Release of Funds.

**3. Environmental Release, Bid Opening, Release of Funds and Reporting Deadlines:**

The following deadlines for achieving specific milestones toward project completion, as Established in Exhibit D, of the grant agreement, are detailed below. Failure to achieve project milestones by the dates set forth may result in the termination of the grant agreement in accordance with the grant agreement.

- a. The deadline to achieve the **“Notice of Removal of Environmental Conditions”** is **7/6/2020**. This is a federally required, crucial component in the successful implementation of your CDBG-funded project. Please refer to the CDBG Handbook, Chapter 4: Environmental Review for details on how to conduct the environmental review for a CDBG-funded project.
- b. The deadline to achieve the **“Bid Opening”** is **11/6/2020**. Invitations for Bids, including publisher’s affidavit and advertisements, certified bid tabulation and engineer/architect recommendation, must be submitted to Grant Services by the Bid Opening deadline. A project may **not** go out for bid until after the receipt of the **“Notice of Removal of Environmental Conditions”**.
- c. The deadline to achieve the **“Notice of Release of Funds and Authorization to Incur Costs”** is **1/6/2021**. This notice will be issued upon successful completion of the requirements detailed in Exhibit D, paragraph 1 of the grant agreement. You may **not** sign or execute any construction contracts until this notice is received.
- d. The deadlines for submitting Semi-Annual Reports are **July 31** and **January 31**, in accordance with paragraph 21, section D of the grant agreement. Reports must be submitted until the project has been monitored, all findings resolved and the grantee has received notice of administrative closeout.

| <i>Reporting Period</i> | <i>Report Due Date</i> |
|-------------------------|------------------------|
| Jan. 1 to June 30       | July 31                |
| July 1 to Dec. 31       | Jan. 31                |

In the event that Semi-Annual reports are not submitted by the required deadlines, the State shall withhold authorization for drawdown on grant funds until the report is received.

**4. Subrecipients (if applicable):**

If your project involves a subrecipient non-profit organization, a formal subrecipient agreement between your community and the subrecipient must be executed and approved by Grant Services. If the project involves the construction or rehabilitation of the building, a lien and restrictive covenant must be completed and recorded with the County Recorder of the applicable county prior to Grant Services issuing a full release of funds. The Indiana Office of Community & Rural

Affairs has a standard format for subrecipient agreements and lien and restrictive covenant which grantees must utilize. We will be pleased to provide you or your designee with an electronic copy of this document or a copy can be obtained on the OCRA website.

The Indiana Office of Community & Rural Affairs looks forward to working with you and your consultants/subrecipients in making this a successful and productive project for your community. Please do not hesitate to contact Grant Services at (317) 232-8031 at any time if you need assistance in properly implementing your CDBG grant project. If your community does not have a copy of the CDBG Handbook, please visit <http://www.in.gov/ocra/2575.htm> where a copy of the CDBG Handbook can be downloaded.

Sincerely,

A handwritten signature in black ink, appearing to read "Jodi Golden", with a long horizontal line extending to the right.

Jodi Golden  
Executive Director  
Office of Community & Rural Affairs

cc: Project File  
Grant Administrator



