



TOWN COUNCIL PUBLIC MEETING AGENDA

March 21, 2023 - 7:00 PM

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

CALL TO ORDER/ROLL CALL:

___ Robert H. Carnahan, Ward 1

___ Julie Rivera, Ward 2

___ Nick Recupito, Ward 3

___ Ralph Miller, Ward 4

___ Colleen Schieben, Ward 5

___ John Foreman, At Large, Vice-President

___ Richard Sharpe, At Large, President

___ Jennifer Sandberg, Clerk-Treasurer

___ Chris Salatas, Town Manager

___ David Austgen, Town Attorney

PUBLIC COMMENT (*on agenda items*):

CONSENT AGENDA:

1. **Minutes:** March 7, 2023
2. **Claims:** All Town Funds: \$166,609.26; Wastewater Operating: \$379,614.18; Water Utility: \$11,978.86; Storm Water: \$2,221.83; Payroll: 3/16/2023 - \$252,067.59; and February Remittances \$188,992.55
3. **Manual Journal Entries:** February 1, 2023 - February 28, 2023
4. **Tag Day Requests:** American Legion Auxiliary Unit 261: 4/29/23 with 5/6/23 rain date; Hanover Jr. Wildcats Football: 6/10/23 with 6/17/23 rain date; Cedar Lake Lions Club: 8/5/23 with 8/12/23 rain date; Hanover Central Middle Cheer: 9/16/23 with 9/23/23 rain date
5. **Donations: DARE Donations: \$250:** Elmwood Funeral Chapel & Crematory; Lake County FOP Auxiliary 125; Forever Green Lawn Care; Lawrence Property Group; and Ray & Wally's Towing Service, Inc.

ORDINANCES & RESOLUTIONS:

1. **Ordinance No. 1437** – Annexation Ordinance: Cedar Lake Flume Parcel (Introductory Reading)
2. **Ordinance No. 1454** – Amending Ordinance No. 1450 Police and Fire Fees Schedule

BZA/PLAN COMMISSION

1. Variance of Use: Petitioner: Morgan Stupeck, 9701 W 134th Place, to allow a hair salon out of a duplex residence in an R-T Zoning District – Property Owner: Lynn Sarti, Petitioner's Mom

NEW BUSINESS:

1. Approval of Veridus' Updated Fee Proposal for the Municipal Complex Project
2. 137th Avenue Crack Seal Project – Consider Waiver of IDOA Public Works Certification
3. Approve the Unsafe Building Department Meeting to Start at 5:30 Instead of 6 p.m.

REPORTS:

1. Town Council
2. Town Attorney
3. Clerk-Treasurer

4. Town Manager
5. Director of Operations
6. Police Department
7. Fire Department

WRITTEN COMMUNICATION:

1. Building Department Report
2. Christopher B. Burke Report
3. Veridus

PUBLIC COMMENT:

ADJOURNMENT:

PRESS SESSION:

NEXT MEETING: Tuesday, April 4, 2023 at 7:00 pm

The Town of Cedar Lake is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, please contact the Cedar Lake Town Hall at (219) 374-7400.

March 21, 2023

ALL TOWN FUNDS	\$166,609.26
----------------	--------------

WASTEWATER OPERATING	\$379,614.18
----------------------	--------------

WATER UTILITY	\$11,978.86
---------------	-------------

STORM WATER	\$2,221.83
-------------	------------

PAYROLL 3/16/23	\$252,067.59
-----------------	--------------

FEBRUARY REMITTANCES	\$188,992.55
----------------------	--------------

TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA

ORDINANCE NO: 1437

AN ORDINANCE ANNEXING CERTAIN LAND TO THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, AND ALL MATTERS RELATED THERETO.

WHEREAS, the Town Council of the Town of Cedar Lake, Lake County, Indiana (hereinafter, the "Town Council"), seeks to Annex certain real estate to the Town of Cedar Lake (hereinafter, the "Town"), which real estate is presently owned by the Town; and

WHEREAS, the parcels of real estate that the Town Council seeks to Annex is approximately sixty (60) acres of land, and is not contiguous to the corporate municipal boundaries of the Town; and

WHEREAS, because the real estate that the Town Council seeks to Annex contains a wastewater treatment facility, the Town Council is authorized by I.C. §36-4-3-4(a)(2) to annex said real estate by Ordinance; and

WHEREAS, the Town Council has deemed it to be necessary and appropriate for the future development of the Town of Cedar Lake that said subject real estate for which annexation is sought to be annexed does provide for the continued and coherent planned growth and development of the Town; and

WHEREAS, The Town Council has duly considered said annexation and has determined said annexation to be in the best interests of the health, safety and welfare of the Town of Cedar Lake as the annexation of the subject parcels of real estate is necessary for the present and future planned coherent growth and development of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, AS FOLLOWS:

SECTION ONE: That the subject parcel(s) described on attached Exhibit "A" attached hereto, be, and the same hereby are annexed to, and made part of, the Town of Cedar Lake, Lake County, Indiana.

SECTION TWO: That this Annexation Ordinance shall become final thirty (30) days after adoption, filing, recordation and publication thereof, and the effective date of the annexation shall be in conformance with applicable law.

SECTION THREE: That the subject parcel(s), as set forth on attached Exhibit "A" hereto, shall be annexed with an Agriculture Zoning District Classification for the property.

SECTION FOUR: That the parcel of real estate brought to be annexed will be assigned to Ward 5 as a voting district in the Town of Cedar Lake, Lake County, Indiana, pursuant to the applicable provisions of I.C. §36-4-3-4(g), as amended.

SECTION FIVE: That the Clerk-Treasurer of the Town is hereby directed to cause this Ordinance to be published one (1) time, within thirty (30) days from the date of the adoption of this Ordinance, in conformance with applicable law, as amended from time to time.

SECTION SIX: That all existing Town Code Sections and Ordinances, or parts thereof, in conflict with the provisions of this Ordinance, are hereby deemed null, void, and of no legal effect, and are specifically repealed.

SECTION SEVEN: If any section, clause, provision or portion of this Ordinance shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Ordinance.

SECTION EIGHT: That this Ordinance shall take effect, and be in full force and effect, from and after its passage and adoption by the Town Council of the Town of Cedar Lake, Lake County, Indiana, and publication in conformance with applicable law, subject expressly upon any conditions precedent set forth herein, the Commitments in the Petition for Voluntary Annexation upon which this Ordinance adoption is premised.

**ALL OF WHICH IS PASSED AND ADOPTED THIS _____ DAY OF _____, 2023,
BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA.**

**TOWN OF CEDAR LAKE,
LAKE COUNTY, INDIANA,
TOWN COUNCIL**

By:

Richard Sharpe, President

John C. Foreman, Vice-President

Robert H. Carnahan, Member

Nick Recupito, Member

Julie A. Rivera, Member

Ralph Miller, Member

Colleen Schieben, Member

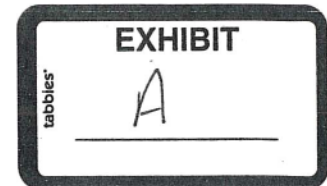
ATTEST:

Jennifer N. Sandberg, IAMC, CMC, CPFIM
Clerk-Treasurer

The North half of the Northeast Quarter of Section 14, Township 33 North, Range 9 West of the 2nd Principal Meridian, except the West 60 acres thereof; Also a part of the Southeast Quarter of Section 11, Township 33 North, Range 9 West of the 2nd Principal Meridian, more particularly described as follows: Commencing at the Southeast corner of said Section 11, and running thence West along the South line of said Section 2650.22 feet to the Southwest corner of said Southeast Quarter; thence North along the West line of said Southeast Quarter 666.50 feet; thence East 2650.03 feet to a point on the East line of said Section 11, which is 656 feet North of the place of beginning thence South 656 feet to the place of beginning, except the following described two parcels:

Parcel No. 1: Beginning at a point on the West line of the Southeast Quarter of Section 11, which said point is 201.50 feet North of the Southwest corner of said Southeast Quarter; thence continuing North along said West line of said Southeast Quarter a distance of 227.5 feet; thence East 380 feet; thence South 227.5 feet; thence West 380 feet to the place of beginning.

Parcel No. 2: Beginning at a point on the West line of the Southeast Quarter of Section 11, which said point is 566.5 feet North of the Southwest corner of said Southeast Quarter; thence continuing North along said West line of said Southeast Quarter a distance of 100.0 feet; thence East 380 feet; thence South 100 feet; thence West 380 feet to the place of beginning, all in Lake County, Indiana



TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA

ORDINANCE NO. 1454

AN ORDINANCE AMENDING THE SCHEDULE OF FEES CHARGED BY THE TOWN OF CEDAR LAKE METROPOLITAN POLICE DEPARTMENT AND THE TOWN OF CEDAR LAKE MUNICIPAL FIRE DEPARTMENT, REPEALING ALL ORDINANCES AND TOWN CODE PROVISIONS, OR PARTS THEREOF, IN CONFLICT HERewith, AND SPECIFICALLY REPEALING TOWN ORDINANCE NO. 1450, AND ALL MATTERS RELATED THERETO.

WHEREAS, the Town Council of the Town of Cedar Lake, Lake County, Indiana (hereinafter, the "Town Council"), has been advised by the Town Metropolitan Police Department and Town Municipal Fire Department that certain fees charged by each respective Department are in need of amendment due to changes in expenses of providing certain services to the citizens and taxpayers of the Town and changes in applicable statutory limitations of amounts that may be charged for providing said services to the citizens and taxpayers of the Town; and

WHEREAS, Town Ordinance No. 1450 was adopted March 7, 2023, with fees and charges therein which required replacement for accuracy and correctness purposes; and

WHEREAS, the Town Council has reviewed applicable Indiana law pertaining to the revisions in charges requested by the Town Metropolitan Police Department and Town Municipal Fire Department to be made, and has determined that it is appropriate, advisable, and in the best interests of the residents of the Town to amend for accuracy and correctness the Schedule of Fees charged by each respective Department for certain services that are provided to the citizens and taxpayers of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA:

SECTION ONE: That the Schedule of Fees for services provided by the Town Metropolitan Police Department and Town Municipal Fire Department is hereby amended to provide hereafter as follows, namely:

- (a) The Town Metropolitan Police Department and Town Municipal Fire Department shall charge a fee of Five (\$5.00) Dollars for the certification of a document produced by the respective Department, as established by I.C. §5-14-3-8-(d), as amended hereafter from time to time.
- (b) The Town Metropolitan Police Department and Town Municipal Fire Department shall charge a fee for the copying documents, which fee shall not exceed the greater of:
 - a. Ten (\$0.10) Cents per page for copies that are not color copies, or Twenty-Five (\$0.25) Cents per page for color copies;
 - b. The actual cost to the Town Metropolitan Police Department or Town Municipal Fire Department incurred in copying of the requested document. "Actual cost shall mean the cost of paper and the per-page cost for use of copying or facsimile equipment and does not include labor costs or overhead costs.
- (c) The Town Metropolitan Police Department shall charge a fee of Ten (\$10.00) Dollars for providing an Accident Report, which fee is permitted by I.C. §9-26-9-3, as amended from time to time. All proceeds derived from said fee shall be deposited into the Town Law Enforcement Continuing Education Fund that was established by the provisions of I.C. §5-2-8-2.
- (d) The Town Metropolitan Police Department shall charge a fee of Five (\$5.00) Dollars for

performing a Vehicle Identification Number ("VIN") check, which fee is established by I.C. §9-17-2-12(e)(2), as amended from time to time.

- (e) The Town Metropolitan Police Department shall charge a fee of Ten (\$10.00) Dollars for fingerprinting services, which fee is the same regardless of whether or not the individual requesting such services is a resident of the Town.
- (f) The Town Metropolitan Police Department and Town Municipal Fire Department shall charge a fee of Ten (\$10.00) Dollars for providing a digital media photographs - DVD.
- (g) The Town Municipal Fire Department shall charge a fee of Twenty-Five (\$25.00) Dollars for a first building occupancy inspection, Fifty (\$50.00) Dollars for a second building occupancy inspection, and One Hundred (\$100.00) Dollars for any building inspection beyond the second occupancy inspection.
- (h) The Town Metropolitan Police Department shall charge a fee for providing, upon request, a duplicate of a computer tape, computer disc, microfilm, law enforcement recording, or similar or analogous record system containing information owned by the Police Department, as a public agency, or which is entrusted to the Town, which fee shall be enumerated as follows, namely:
 - a. For a recording of less than Thirty (30) minutes, a fee of Fifty-Eight (\$58.00) Dollars per recording;
 - b. For a recording of thirty (30) minutes or more, but less than Sixty (60) minutes, a fee of Ninety-Two (\$92.00) Dollars per recording;
 - c. For a recording of Sixty (60) minutes or more, but less than Ninety (90) minutes, a fee of One Hundred Thirty-Four (\$134.00) Dollars;
 - d. For a recording of Ninety (90) minutes or more, a fee of One Hundred Fifty (\$150.00) Dollars per recording.

SECTION TWO: That any and all fees, charges, and/or funds collected by the Town Metropolitan Police Department as a result of activities or services provided for in this Ordinance hereinabove shall be collected and deposited into the Town Law Enforcement Continuing Education Fund (hereinafter, the "LEEF"). All funds collected and deposited into the Town LEEF are authorized to be used by the Town Metropolitan Police Department as authorized and permitted by applicable provisions of Indiana law and the Town Code, as each is and has been amended from time to time.

SECTION THREE: That any and all fees, charges, and/or funds collected by the Town Municipal Fire Department as a result of activities or services provided for by this Ordinance herein shall be collected and deposited into the Town General Fund. Those funds that are collected and deposited into the Town General Fund are permitted to be used by the Town as authorized and permitted by applicable provisions of Indiana law and the Town Code, as each is and has been amended from time to time.

SECTION FOUR: That all Ordinances, Town Code provisions, or Policies of the Town of Cedar Lake in conflict with the provisions of this Ordinance, including Town Ordinance No. 1450, are hereby repealed, and that any provisions stated in this Ordinance, and any other Ordinances, in conflict or inconsistent with the terms and provisions of this Ordinance, are deemed null, void, and of no legal effect as same are hereby repealed.

SECTION FIVE: If any section, clause, provision, or portion of this Ordinance shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision, or portion of this Ordinance.

SECTION SIX: That this Ordinance shall take effect, and be in full force and effect, from and after its passage and adoption by the Town Council of the Town of Cedar Lake, Lake County, Indiana, in conformance with applicable law.

ALL OF WHICH IS PASSED AND ADOPTED BY THE TOWN OF COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, THIS ____ DAY OF _____, 2023.

**TOWN OF CEDAR LAKE, LAKE
COUNTY, INDIANA, TOWN COUNCIL**

By: _____
Richard Sharpe, President

John C. Foreman, Vice-President

Robert H. Carnahan, Member

Nick Recupito, Member

Julie A. Rivera, Member

Ralph Miller, Member

Colleen Schieben, Member

ATTEST:

Jennifer N. Sandberg, IAMC, CMC, CPFIM
Clerk-Treasurer

STATE OF INDIANA)
)
) SS: BEFORE THE BOARD OF ZONING
COUNTY OF LAKE) APPEALS OF THE TOWN OF CEDAR
 LAKE, LAKE COUNTY, INDIANA

CERTIFICATION

**TO: TOWN OF CEDAR LAKE,
LAKE COUNTY, INDIANA,
TOWN COUNCIL**

PETITIONER: MORGAN STUPECK

OWNER: LYNN SARTI

PROPERTY VICINITY: 9701 WEST 134TH PLACE, Cedar Lake, IN 46303

PETITION FOR VARIANCE OF USE
BZA CASE #2023-05

Pursuant to the provisions of applicable law, the Board of Zoning Appeals of the Town of Cedar Lake, Lake County, Indiana (hereinafter, the “BZA”), by its duly designated representative, CERTIFIES its FAVORABLE RECOMMENDATION to the Cedar Lake Town Council on the application of Owner, for and on behalf of Petitioner, Morgan Stupeck, for the **Variance of Use** being applied for from Town Zoning Ordinance No. 1402 Chapter 6.3 RT Zoning District, as same is amended from time to time, to permit the Petitioner to operate a hair salon in a RT Zoning District classification parcel. The property’s common address is 9701 W 134th Place, Cedar Lake, Lake County, Indiana, and is legally described as:

Legal Description:

LOT 4, IN CAMELOT VILLAS, AN ADDITION TO THE TOWN OF CEDAR LAKE, AS PER PLAT THEREOF RECORDED IN PLAT BOOK 91, PAGE 17, IN THE OFFICE OF THE RECORDER OF LAKE COUNTY, INDIANA, EXCEPT THAT PART DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWESTERLY CORNER OF SAID LOT 4, SAID POINT BEING THE POINT OF BEGINNING; THENCE NORTH 44 DEGREES 31 MINUTES 37 SECONDS EAST, A DISTANCE OF 161.55 FEET TO THE NORTHWESTERLY CORNER OF SAID LOT 4; TO A POINT OF INTERSECTION WITH A NON TANGENT CURVE, CONCAVE NORTHESTERLY, HAVING A RADIUS OF 350.00 FEET AND A CENTRAL ANGLE OF 07 DEGREES 20 MINUTES 40 SECONDS; THENCE SOUTHEASTERLY

(ALONG THE NORTHEASTERLY LINE OF SAID LOT 4) ALONG THE ARC OF SAID CURVE TO THE LEFT FROM WHICH THE LOCAL TANGENT AT THE BEGINNING POINT BEARS SOUTH 45 DEGREES 28 MINUTES 23 SECONDS EAST, A DISTANCE OF 44.86 FEET, SAID ARC SUBTENDED, BY A CHORD WHICH BEARS SOUTH 49 DEGREES 08 MINUTES 43 SECONDS EAST, A DISTANCE OF 44.83 FEET TO THE POINT OF INTERSECTION WITH A NON TANGENT LINE; THENCE SOUTH 36 DEGREES 39 MINUTES 18 SECONDS WEST, A DISTANCE OF 168.29 FEET TO A POINT ON THE SOUTHERLY LINE OF SAID LOT 4 TO A POINT OF INTERSECTION WITH A NON TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 310.00 FEET AND A CENTRAL ANGLE OF 12 DEGREES 33 MINUTES 42 SECONDS; THENCE NORTHWESTERLY (ALONG THE SOUTHERLY LINE OF SAID LOT 4) ALONG THE ARC OF SAID CURVE TO THE RIGHT, FROM WHICH THE LOCAL TANGENT AT THE BEGINNING POINT BEARS NORTH 49 DEGREES 49 MINUTES 26 SECONDS WEST, A DISTANCE OF 67.97 FEET, SAID ARC SUBTENDED BY A CHORD WHICH BEARS NORTH 43 DEGREES 32 MINUTES 35 SECONDS WEST, A DISTANCE OF 67.83 FEET TO THE CURVES END, AND THE POINT OF BEGINNING.

Tax Key Number(s): 45-15-28-230-009.000-014

This FAVORABLE RECOMMENDATION Certification of the BZA to the Town Council is approved by a vote of 5 in favor, and 0 against, upon motion duly made and seconded, and is expressly contingent upon the following terms and conditions imposed and included by the BZA at the public hearing held on March 9, 2023, for the **Variance of Use** applied for, namely:

- A. Compliance with all commitments and obligations of the Petitioner and Owner agreed upon in the public hearing proceedings, and as reflected in the public meeting minutes wherein the public hearing was conducted, with a copy of the excerpt of the approved public meeting minutes in which this approved Petition was held on March 9, 2023, attached hereto as Exhibit "A".
- B. Compliance with all commitments set forth and provided to the BZA whether in the Petition(s), or Public Hearings/Public Meetings, as provided for in the approved BZA Public Meeting Minutes, are required to be fulfilled and completed by the Petitioner and Owner.
- C. Compliance by the Petitioner and Owner with the Petition herein, with a copy of which said Petition is attached as Exhibit "B".
- D. Compliance with all Staff Review Recommendations for the Petitioner, including Engineering, if applicable.
- E. The approved Variance of Use is for this Petitioner only, and no other.

F. That this Favorable Recommendation Certification on the Petition for Variance of Use is based upon the Findings of Fact, namely:

1. That a Community Business Zoning District (B-2) Use is recommended to be approved following this Public Hearing proceedings;
2. That approval consideration is recommended based on the evidence in the proceedings herein;
3. That approval will not be injurious to the public health, safety, morals, and general welfare of the Town;
4. That use and value of the area adjacent to the property included in the Variance of Use will not be affected in a substantially adverse manner;
5. That the need for the Variance of Use arises from identified conditions peculiar to the property involved;
6. That the strict application of the terms of the Zoning Ordinance, as amended from time to time, will constitute an unnecessary hardship if applied to the property for which the Variance(s) of Use are sought;
7. That approval does not interfere substantially with the Comprehensive Master Plan of the Town;
8. There will be no signage;
9. There will be a maximum of six days of availability a week from Monday to Saturday, with a maximum of 5 days per week worked.
10. Maximum hours of operation will be from 8 am to 9 pm
11. Maximum of two (2) Clients at a time shall be present.

TOWN OF CEDAR LAKE,
LAKE COUNTY, INDIANA
BOARD OF ZONING APPEALS

By: _____
Jeff Bunge, Chairman

ATTEST:

Cheryl Hajduk, Recording Secretary

November 30, 2021

March 6, 2023 Updated per Final GMP

Town of Cedar Lake Indiana
Mr. Chis Salatas
7408 Constitution Ave
Cedar Lake, IN 46303
(delivered via email)

Re: Cedar Lake Municipal Complex – Proposal – Owner’s Representative Services

Mr. Salatas,

The Veridus Group, Inc., is pleased to provide the following proposal for the owner representation services for the proposed new Cedar Lake Municipal Complex in Cedar Lake, IN. We have prepared a scope of services based on our conversations, our understanding of the proposed project, and our experience with similar projects.

Veridus will provide the services necessary to provide guidance to the Town through the selection/negotiation of the development team, and oversee the development of plans and specifications as well as construction for completion of a New Municipal Complex as described in the Project Description below.

Update 3.6.23: *The original proposal accounted for a fee totaling \$69,000 which covered our effort to provide Owner’s Representative services from Schematic design through Construction Documents phases. At the time we initially submitted our proposal on November 30th, 2021, we had not provided our final fixed fee for bidding through Warranty until we fully understood the scope and cost of the project. Now that we have nearly finalized the Construction Documents and established the GMP associated with the construction of the two public safety buildings we have been able to finalize the final fixed fee to complete the project from bidding through warranty. We are very excited for the project which has been developed to date and look forward for the opportunity to continue providing Owner’s Representative Services for the Town to ultimately to fully deliver these projects.*

***Finally, it is important to understand that our proposed fee, in the amount of \$190,000, is already held within the GMP as a project cost which has been approved as part of the BOT agreement with GM Development. Approval of this revised proposal will formally authorize GM Development in coordination with the Town of Cedar Lake to pay Veridus for services from the Public Safety Project Cost GMP.*

PROJECT DESCRIPTION

The Town of Cedar Lake Indiana is embarking on a project that will combine multiple community services in one central location and under one roof. The community desires to house Police, Fire, and Town Administration staff in the new facility. The Town has also identified a desire to construct the facility through a Public Private Partnership under the Indiana Code 5-23, more commonly referred to as “Build, Operate, Transfer” (BOT).

PROJECT APPROACH

We would propose this work be completed in five phases. We have included a potential schedule for the project as well. As the Developer Team is identified over the next few months, we will finalize the schedule. The breakdown of the phases and the potential schedule is as follows (also see the included Project Approach document):

Phase I – Visioning / Due Diligence / Conceptual Design

December 2021 – January 2022

Phase II – Schematic Design

February 2022 – March 2022

Phase III – Design Development / Construction Documents

March 2022 – ~~July 2022~~ April 2023

Phase IV – Bidding and Construction

~~August 2022 – December 2023~~ April 2023 – May 2024

Phase V – Commissioning and Closeout

~~January 2024~~ April 2024 – April 2025

PROJECT SCOPE OF SERVICES

Below is a list of services we are providing to our clients on similar projects. We have made some edits to identify upcoming steps in regard to project delivery methods. The proposed scope of work includes, but is not limited to the following:

1. Pre-Construction Services (SD, DD, CD)

- A. Assist the Town with the authoring and navigation of the Request for Qualifications process for IC5-23
- B. Assist the Town with the navigation and negotiation of contracts for design and construction teams.
- C. Develop or confirm a collaborative document management system for the design and construction teams and establish a communication protocol.
- D. Work with Owner and Developer to develop/confirm project development schedule.
- E. Work with Owner, Developer to develop overall pro-forma budget including breakout of construction and non-construction costs (soft costs including all misc. fees).
- F. Work with Developer throughout schematic design phase to validate or revise the project schedule and budget.
- G. Work with Owner and Developer to begin navigating the FFE design and procurement process.
- H. Attend, participate, and document periodic design meetings.
- I. Review and comment on plans and specifications as they are developed.
 - a. Perform a Safety and Security analysis through a Crime Prevention Through Environmental Design (CPTED) review
- J. Recommend design and construction alternatives. Lead the value engineering discussions with Developer to determine most viable and economic solutions.
- K. Assist in the coordination of the design and design review process.
- L. Analyze cost estimates and provide documented reviews.
- M. Assist in the coordination of the design and design review process.

- N. Communicate critical information to the appropriate Town staff and receive feedback for the design team. Communicate the response back to the project teams.
- O. Facilitate coordination between Town Manager, other Town Staff, Contractors and Engineer.
- P. Provide weekly updates to Town representatives on pending action items.
- Q. Work with Town's communications staff on important information updates to the general public.
- R. Facilitate procurement of services outside of Developer if required.
- S. Assist Town with logistics of moving of Town materials from current facilities to new facility including procurement and oversight of related service companies.
- T. Other services as needed.

2. Construction Period Services

- A. Assist Town with internal and external communications to keep all stakeholders well informed regarding project status and any impacts to Town operations.
- B. Coordinate with the Developer to ensure all contractual requirements are met.
- C. Attend site meetings weekly and represent the Owner at these meetings, and prepare/coordinate complete and accurate minutes for such meetings.
- D. Tour the construction sites with the Developer (and Owner if desired) at least once per week to observe the progress and quality of construction.
- E. Perform periodic building envelope inspections and make recommendations to the design and construction teams on opportunities and issues.
- F. Participate in conferences and render advice and assistance to Owner in order to develop economic, efficient, and desirable design, development and construction procedures.
- G. Review and render advice to Owner concerning product samples and specifications provided to Owner by contractor, subcontractors, and material suppliers for use at the Project.
- H. Receive suggestions or recommendations from which could improve the Project or diminish construction time or costs through a standardized value engineering process.
- I. Review and track all necessary conditional and unconditional lien releases and waivers, and keep Owner informed of the status of all lien releases.
- J. Review all change orders issued by Developer regarding the Project and render advice to the Owner about the form and content of such change orders in relation to the plans, specifications and the contract documents.
- K. Monitor the schedule and budget with relation to the requested change orders and prepare schedule and/or cost recovery plans to keep the project on budget and schedule.
- L. Review and make recommendations on all payment requests pursuant to the contract documents, architect's agreements, or other consultants' agreements related to the Project.
- M. Identify possible payment defaults on the part of contractors, subcontractors, material suppliers or any party who may have lien rights against the Project.
- N. Perform periodic inspections of the Project at least once a week, or as deemed necessary, to verify: (i) that the materials and labor being furnished are according to the plans, specifications and contract documents,

(ii)that the work being billed for in each payment request is completed in accordance to the plans, specifications and contract documents, (iii) that the contractor’s time schedule is being maintained, as shown as attached to the construction contract, and (iv) that the costs are in line with the Owner’s budget.

- O. Assist Owner and Architect in the preparation of punch lists for the Project, coordinate and assist Owner in scheduling the completion of all such corrective work, and participate in all inspections.
- P. Monitor schedule and budget and provide regular updates to involved parties.
- Q. Facilitate coordination between Town Manager, other Town Staff, Contractor and Engineer.
- R. Provide weekly updates to Town representatives on pending action items.
- S. Facilitate procurement of services outside of Developer, if required
- T. Other services as needed

3. Post-Construction Services

- A. Oversee the final building commissioning of all mechanical, electrical and plumbing systems.
- B. Oversee the final commissioning of the building envelope.
- C. Coordinate the installation of any Owner Furnished Equipment
- D. Assemble documentation for operations and maintenance manuals, as-built documents to include in a final digital project manual.
- E. Address critical warranty issues as they arise during the 12-month warranty period.
- F. Perform the warranty walk-through and punch list 11 months after substantial completion and make notification to the Constructor of any outstanding warranty issues.

COMPENSATION

We are excited to continue helping the Town of Cedar Lake in the achievement of their goals and look forward to being an extension of your staff on a daily basis. As we discussed, we would recommend compensation for services rendered be billed as a fixed fee and invoiced monthly (in arrears). Full payment of invoices is due within 30 days from invoice date. Below, is the fixed fee with an estimated breakdown of how we anticipate the fee schedule to be distributed over the life of the project. The actual schedule and breakdown of the fee is subject to change as the project scope, schedule, and level of effort is more clearly defined.

Phase I – Visioning / Due Diligence / Team Development / Conceptual Design.....	N/A
Phase II – Schematic Design (Completed).....	\$15,000
Phase III– Design Development and Construction Documents (Completed)	\$54,000
Phase IV - V – Bidding and Construction and Closeout	<u>\$190,000</u>

Total Project Cost: \$259,000
Total Fee Billed to Date: \$69,000

Total Remaining Fixed Fee: \$190,000



REIMBURSABLE EXPENSES

The following expenses will be considered reimbursable and will be invoiced at their direct cost on the monthly invoices. We would recommend that an allowance of \$10,000 be identified for such costs. **(No Change to Reimbursable Expense)**

- A. Reproduction services for plans and specifications
- B. Overnight postage, certified mail, and delivery services
- C. Permit or applications fees as paid by Veridus
- D. Project-related mileage at the current federal rate

If payment is not made within 30 days of the date when the payment is due, we may, at our option, and effective upon the delivery of written notice of our intention to do so, terminate the contract or suspend further performance of our services under the contract, and we shall have no liability for delay or damage that results from the termination of the contract or suspension of services.

Mr. Eberly, we thank you for this opportunity and look forward to working with you on this project. The fees for services contained in this proposal are valid for one year from the date of this letter. If the terms of this proposal and the attached Standard Terms and Conditions are agreeable, we will prepare the required agreement and begin the work.

If you have any questions, please feel free to contact our office at (317) 598-6647.

Sincerely,

Veridus Group, Inc.

Timothy M. Jensen, PE, LEED® AP
President

David C Rainey
Director

Accepted

Date

March 14, 2023

Town of Cedar Lake
7408 Constitution Avenue
P. O. Box 707
Cedar Lake, Indiana 46303

Attention: Town Council

Subject: W. 137th Avenue Improvements & Crack Seal Maintenance Project
Waiver of IDOA Public Works Certification
CCMG 2022-2
(CBBEL Project No. 06-0015)

Dear Council Members:

It is our understanding this project was awarded to Site Services, Inc. (SSI) at the March 7, 2023 Town Council meeting in the amount of \$192,296.33. Upon reception of SSI's contract documents (Signed Contract/Agreement, Certificate of Insurance, Payment Bond, and Performance Bond) and subsequent contract compilation, it was observed that SSI provided an active Certificate of Qualification from the Indiana Department of Transportation (INDOT). However, the bid required a Certificate of Qualification from the Indiana Department of Administration (IDOA) Public Works Certification Board be provided. It is our recommendation that the INDOT Certificate of Qualification be accepted as an equivalent certification and to waive requirement of the IDOA certification. The INDOT qualification provides proof of adequate bidding capacity and experience that exceeds the project award costs and project scope, respectively.

If you have any questions or concerns, please do not hesitate to call.

Sincerely,



Donald C. Oliphant, PE, CFM, CPESC
Town Engineer

cc: Town Manager
Clerk-Treasurer
Director of Operations
Town Attorney

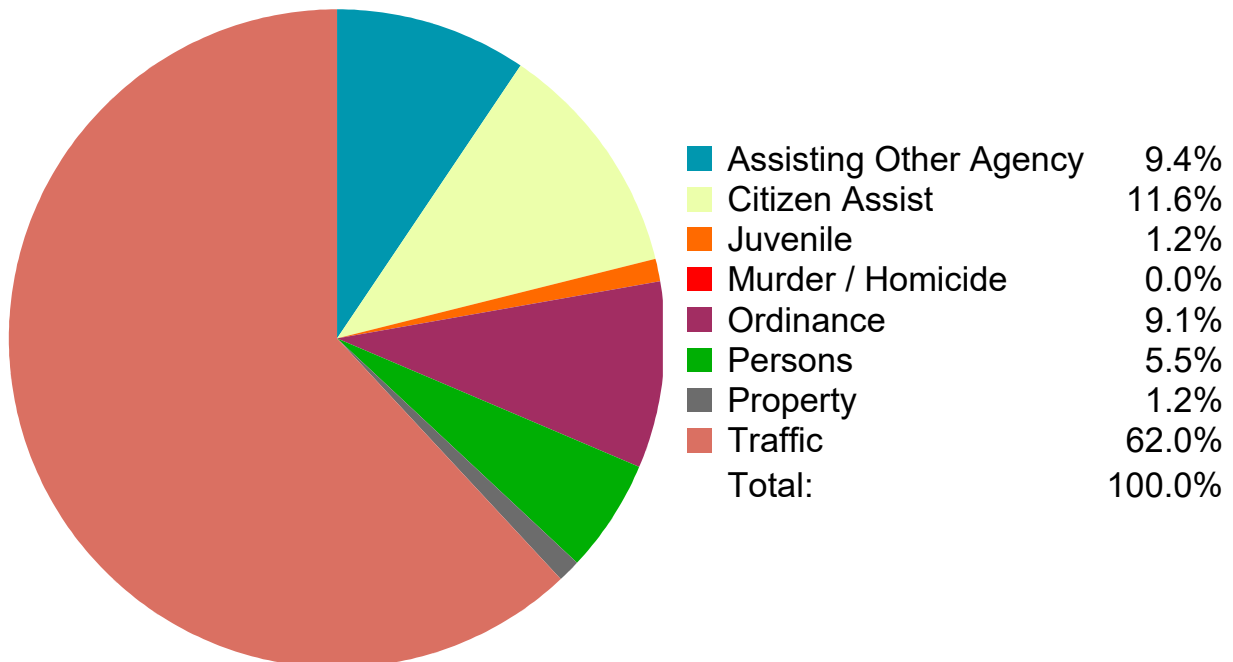
DCO\
P:\Cedar Lake\060015 Town Engineer\00005 Town-General\2023 137th Imp. & Crack Seal Project, CCMG\Bidding\L060015 - 137th Waiver 031423.docx

**CEDAR LAKE POLICE DEPARTMENT
INCIDENT AND CALLS FOR SERVICE REPORT
February 2023 and Year-To-Date 2023**

Incident Type	Month Total	Year Total
Incidents Assisting Other Agency (Including Fire and EMS)	114	270
Incidents related to Citizen Assists:	141	304
Incidents related to Juveniles:	15	18
Incidents related to Murder/Homicide:	0	0
Incidents related to Ordinances:	110	212
Incidents related to Persons:	66	124
Incidents related to Property:	14	31
Incidents related to Traffic:	751	1605
Incidents Not Classified:	0	0

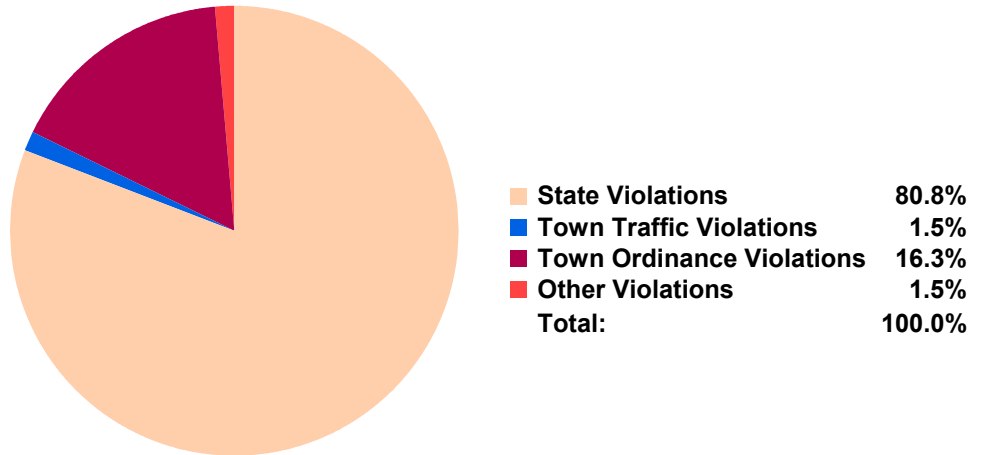
Totals:	1211	2564
----------------	-------------	-------------

Average Daily Calls For Service: 44.21



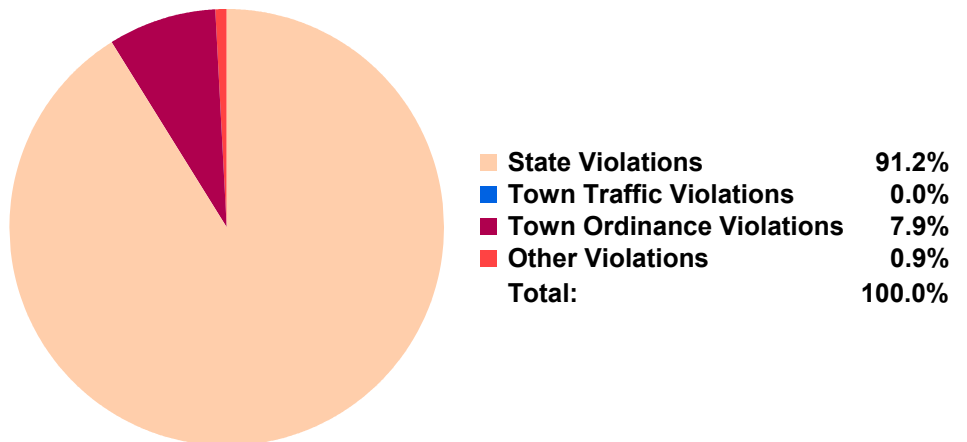
CITATION REPORT
February 2023 and Year-To-Date 2023

State Violations: 164
Town Traffic Violations: 3
Town Ordinance Violations: 33
Other Violations: 3
Total for February: 203
Year To Date: 395



WARNING REPORT
February 2023 and Year-To-Date 2023

State Violations: 633
Town Traffic Violations: 0
Town Ordinance Violations: 55
Other Violations: 6
Total for February: 694
Year To Date: 1,448



ARREST REPORT
February 2023 and Year-To-Date 2023

Total Arrests: 29

Total Charges Filed: 50

Misdemeanor: 35

Felony: 7

Infraction: 0

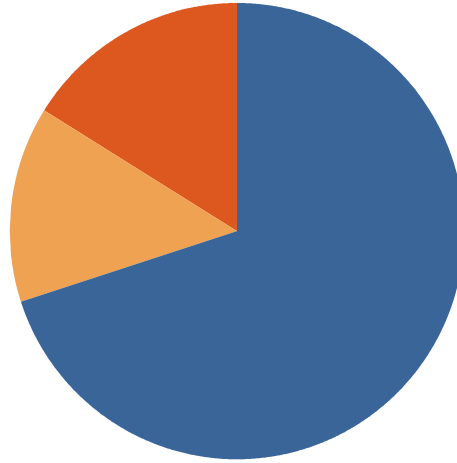
Not Classified /

Warrant: 8

Year-To-Date

Total Arrests: 58

Total Charges Filed: 97



■ Misdemeanor	70.0%
■ Felony	14.0%
■ Infraction	0.0%
■ Not Classified	16.0%
Total:	100.0%

Cedar Lake Police Department

Traffic Stop Analysis

1/1/2014 to 2/28/2023



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	143	221	279	353	180	260	321	351	389	738
Feb	258	221	221	400	161	331	300	285	257	651
Mar	388	249	489	372	225	380	190	460	373	
Apr	421	266	328	266	229	415	21	376	324	
May	436	393	361	277	250	345	119	318	418	
Jun	213	307	325	269	260	345	182	318	283	
Jul	273	373	393	245	292	371	285	372	359	
Aug	369	271	258	249	236	366	303	364	421	
Sep	224	252	264	284	286	259	212	281	378	
Oct	228	240	356	191	302	285	182	348	417	
Nov	295	261	407	257	280	329	172	320	397	
Dec	287	331	311	186	269	317	203	357	474	
Total	3,535	3,385	3,992	3,349	2,970	4,003	2,490	4,150	4,490	1,389

Cedar Lake Police Department

Warning Analysis

1/1/2014 to 2/28/2023



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	69	112	171	215	105	202	275	291	305	754
Feb	121	103	122	236	99	299	253	235	236	694
Mar	172	122	267	221	125	343	154	395	396	
Apr	194	153	194	195	148	376	15	323	301	
May	193	223	210	210	225	289	112	263	461	
Jun	108	167	198	211	191	309	136	273	334	
Jul	145	154	203	166	271	316	234	338	358	
Aug	200	131	177	173	220	313	218	270	438	
Sep	98	139	158	182	228	223	188	205	433	
Oct	111	102	228	128	322	222	154	265	422	
Nov	137	173	235	161	243	260	182	258	404	
Dec	140	194	215	115	193	272	180	251	465	
Total	1,688	1,773	2,378	2,213	2,370	3,424	2,101	3,367	4,553	1,448

Cedar Lake Police Department

Citation Analysis

1/1/2014 to 2/28/2023



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	81	111	106	136	92	120	207	169	165	192
Feb	102	103	96	200	80	148	148	156	103	203
Mar	172	126	244	187	108	120	122	215	167	27
Apr	194	139	145	142	123	102	38	126	152	
May	208	259	193	148	122	98	74	144	159	
Jun	121	168	180	164	122	107	140	156	167	
Jul	135	226	245	147	119	112	156	163	215	
Aug	190	163	137	113	83	112	193	123	232	
Sep	91	137	122	91	97	106	137	147	167	
Oct	82	178	163	85	87	113	110	147	145	
Nov	133	143	183	84	92	92	107	129	129	
Dec	103	155	123	94	93	111	85	117	149	
Total	1,612	1,908	1,937	1,591	1,218	1,341	1,517	1,792	1,950	422

Cedar Lake Police Department

Law Incident Analysis

1/1/2014 to 2/28/2023



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
<i>Jan</i>	366	272	341	440	460	433	499	459	503	516
<i>Feb</i>	286	236	385	404	451	484	454	460	433	502
<i>Mar</i>	307	322	458	443	461	461	427	522	548	
<i>Apr</i>	371	351	488	564	471	512	334	508	501	
<i>May</i>	438	421	512	629	624	518	642	556	674	
<i>Jun</i>	464	383	612	628	644	505	625	663	659	
<i>Jul</i>	481	395	629	659	683	510	575	652	633	
<i>Aug</i>	455	376	505	614	656	572	633	555	638	
<i>Sep</i>	365	372	489	573	575	602	573	525	579	
<i>Oct</i>	348	479	439	511	594	476	563	499	544	
<i>Nov</i>	295	375	425	488	507	444	495	429	515	
<i>Dec</i>	285	423	441	488	455	420	460	481	546	
Total	4,461	4,405	5,724	6,441	6,581	5,937	6,280	6,309	6,773	1,018

Cedar Lake Police Department

Arrest Analysis

1/1/2014 to 2/28/2023



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	25	19	25	35	21	28	40	32	31	29
Feb	16	20	15	17	8	37	22	29	30	29
Mar	19	27	20	14	20	26	10	27	31	
Apr	24	26	33	21	31	31	7	13	31	
May	20	36	18	33	39	26	24	30	26	
Jun	16	33	39	25	28	38	25	36	28	
Jul	24	19	38	21	26	25	23	26	30	
Aug	21	23	26	30	40	43	25	17	28	
Sep	10	15	19	19	34	22	31	28	21	
Oct	13	17	28	26	34	23	28	32	40	
Nov	12	10	15	24	19	20	23	20	19	
Dec	15	21	16	24	16	18	10	20	27	
Total	215	266	292	289	316	337	268	310	342	58

Cedar Lake Police Department

Arrest Offense Analysis

1/1/2014 to 2/28/2023



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	42	24	28	58	26	62	71	51	51	47
Feb	21	25	25	26	15	71	37	59	47	50
Mar	25	30	23	25	35	52	18	42	69	
Apr	30	27	53	40	45	45	16	21	54	
May	25	50	26	52	63	37	31	51	45	
Jun	21	37	63	35	43	60	41	68	45	
Jul	32	23	60	34	35	42	42	46	63	
Aug	31	28	33	50	49	70	44	29	55	
Sep	17	20	26	35	46	38	55	61	35	
Oct	26	21	42	40	55	33	62	63	65	
Nov	14	10	29	33	31	35	40	34	41	
Dec	23	21	28	35	19	32	21	30	56	
Total	307	316	436	463	462	577	478	555	626	97

Cedar Lake Police Department

Town Ordinance Warnings

1/1/2023 to 2/28/23

Grouped by Offense

	Jan	Feb	Total
<i>Aband Vehicle on Roadway</i>	0	1	1
<i>Abandoned Vehicle</i>	11	12	23
<i>ABANDONED VEHICLE -</i>	0	1	1
<i>DOGS - LICENSE AND</i>	0	2	2
<i>DOGS - NOISE DISTURBANCE</i>	0	1	1
<i>DOGS - RUNNING AT LARGE</i>	0	1	1
<i>Non-Use Refuse Container</i>	0	1	1
<i>OPERATION OF VEHICLE AT STOP</i>	1	0	1
<i>Parking - Blocking Traffic</i>	9	17	26
<i>Parking - Proper Manner</i>	1	0	1
<i>Scattering of Refuse</i>	0	1	1
<i>Snow Emergency Parking-Roadway</i>	0	6	6
<i>SPEED LIMITS</i>	16	0	16
<i>SPEED LIMITS - 11-20 MPH OVER</i>	1	4	5
<i>STREETS AND SIDEWALKS -</i>	0	1	1
<i>TRUCK ROUTE</i>	0	3	3

	Jan	Feb	Total
<i>Unauthorized Accumulation</i>	4	4	8
Total	43	55	98

Cedar Lake Police Department

Town Ordinance Citations

1/1/2023 to 2/28/2023

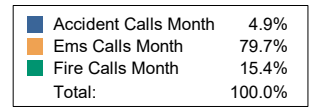
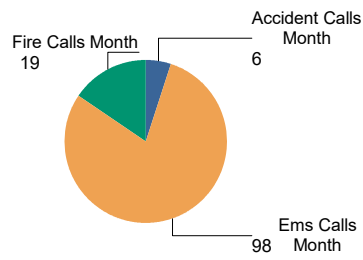
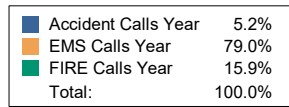
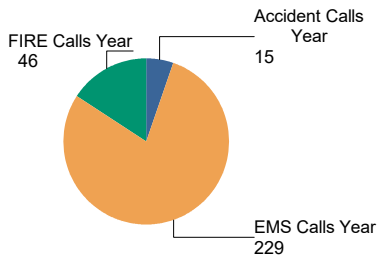
Grouped by Offense

	Jan	Feb	Total
<i>Aband Vehicle on Roadway</i>	0	1	1
<i>Abandoned Vehicle</i>	29	20	49
<i>ABANDONED VEHICLE -</i>	0	1	1
<i>ABANDONED VEHICLE -</i>	0	1	1
<i>ALARM SYSTEMS - FALSE ALARM - 6</i>	0	1	1
<i>Nuisance-Accum Rubbish</i>	2	0	2
<i>Off-road vehicle on roadway</i>	1	0	1
<i>OPERATION OF VEHICLE AT STOP</i>	0	3	3
<i>Parking - Blocking Traffic</i>	0	1	1
<i>Scattering of Refuse</i>	0	1	1
<i>SPEED LIMITS</i>	4	0	4
<i>SPEED LIMITS - 11-20 MPH OVER</i>	2	1	3
<i>SPEED LIMITS - 21-30 MPH OVER</i>	1	4	5
<i>Unauthorized Accumulation</i>	4	2	6
<i>UNAUTHORIZED SIGNALS OR</i>	1	0	1
Total	44	36	80

Cedar Lake Fire Department

Monthly Summary Report

1/1/2023 to 2/28/2023



Average Daily Calls for Service: 5.05

Yearly Totals

Agency Assist	1
EMS Abdominal	6
EMS Assault	2
EMS Back Pain	2
EMS Bleeding	7
EMS Breathing	18
EMS Chest Pain	20
EMS Choking	2
EMS Death	2
EMS Diabetic	3
EMS Fall	27
EMS Full Arrest	3
EMS Headache	1
EMS Heart Prob	8
EMS Lift Assist	22
EMS Misc	1
EMS Mutual Aid	2
EMS Overdose	3
EMS Pregnancy	2
EMS Psych	23
EMS Seizure	8
EMS Sick Person	37
EMS Stroke	5
EMS Trauma	6
EMS Uncons	13
EMS Unknown	6
FIRE Alarm	8
FIRE Assist	3
FIRE CO Alarm	6
FIRE Gas IN	4
FIRE Gas OUT	1
FIRE Inspection	2
FIRE Misc	1
FIRE Mutual Aid	10
FIRE Outside	2
FIRE Standby	1
FIRE Structure	4
FIRE Utility	2
FIRE Washdown	1
FIRE Water Resc	1
Odor	1
PI Accident	15
Suicidal Subj	1

Total for Year: 293

Monthly Totals

EMS Abdominal	2
EMS Assault	1
EMS Back Pain	2
EMS Bleeding	3
EMS Breathing	6
EMS Chest Pain	5
EMS Choking	1
EMS Diabetic	1
EMS Fall	16
EMS Heart Prob	1
EMS Lift Assist	12
EMS Misc	1
EMS Overdose	2
EMS Pregnancy	1
EMS Psych	11
EMS Seizure	3
EMS Sick Person	19
EMS Stroke	2
EMS Trauma	2
EMS Uncons	5
EMS Unknown	2
FIRE Alarm	2
FIRE Gas IN	3
FIRE Gas OUT	1
FIRE Inspection	2
FIRE Mutual Aid	5
FIRE Outside	1
FIRE Standby	1
FIRE Structure	3
FIRE Utility	1
Odor	1
PI Accident	6
Suicidal Subj	1

Total for Month: 125

Town of Cedar Lake

Office of Building, Zoning, and Planning

7408 Constitution Ave - PO Box 707 - Cedar Lake, IN 46303

Tel (219) 374-7000 - Fax (219) 374-8588

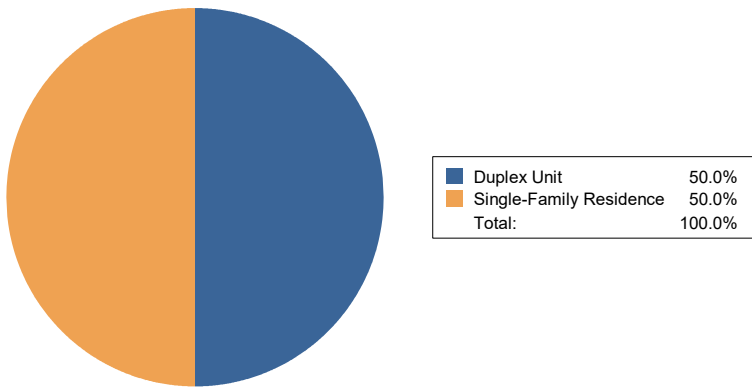


Report of All New Construction Permits

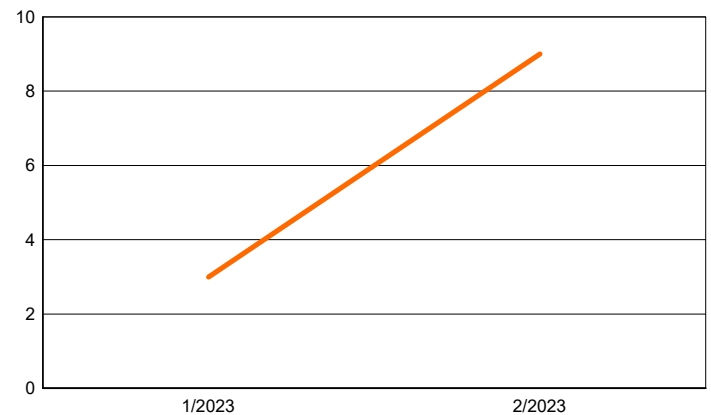
1/1/2023 to 2/28/2023

Grouped by Month

**New Construction
Type**



**Permits by
Month**



January 2023

Residential New Construction Permits: **3**

New Residential Construction Value: **\$572,690**

New Construction Permits: **3**

Total Value of Construction for January: **\$572,690**

February 2023

Residential New Construction Permits: **9**

New Residential Construction Value: **\$1,717,100**

New Construction Permits: **9**

Total Value of Construction for February: **\$1,717,100**

Total New Construction Permits: 12

Total Value of New Construction: \$2,289,790

Total Residential New Construction Permits: 12

Total Value of New Residential Construction: \$2,289,790

Total Commercial New Construction Permits: 0

Total Value of New Commercial Construction:

Total School New Construction Permits: 0

Total Value of New School Construction:

Town of Cedar Lake

Office of Building, Zoning, and Planning

7408 Constitution Ave - PO Box 707 - Cedar Lake, IN 46303

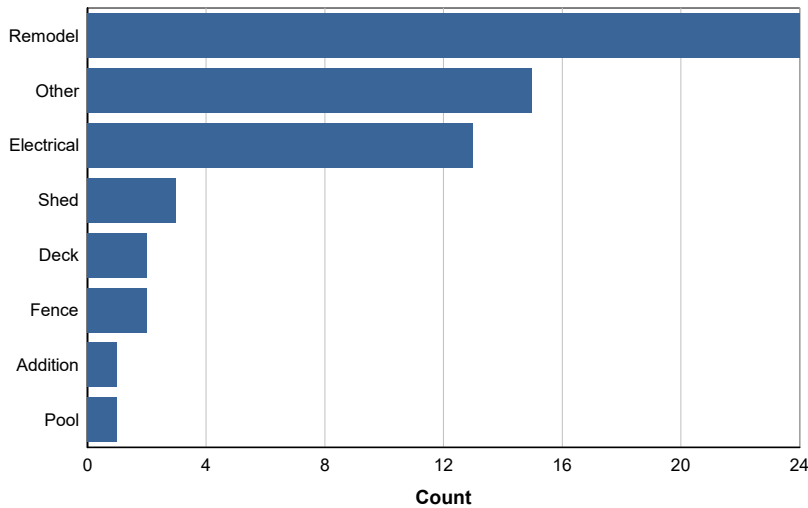
Tel (219) 374-7000 - Fax (219) 374-8588



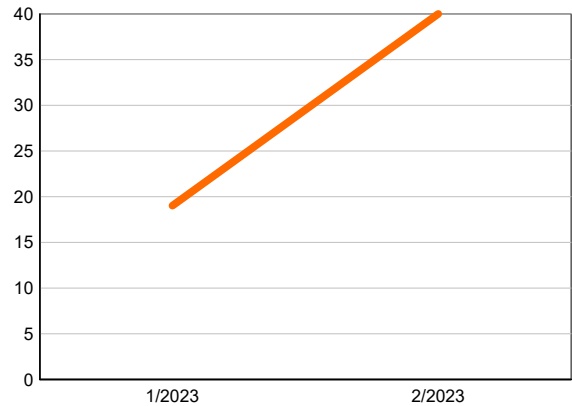
Report of All Other Permits

1/1/2023 to 2/28/2023

Grouped by Month



Permits by Month



Project Class

January 2023

Other Residential Permits: **18**

Other Commercial Permits: **1**

Total of Other Permits: **19**

Other Residential Permits Value: **\$679,638**

Other Commercial Permits Value: **\$2,000**

Total Value of All Other Permits: **\$681,638**

February 2023

Other Residential Permits: **35**

Other Commercial Permits: **1**

Other Permits: **4**

Total of Other Permits: **40**

Other Residential Permits Value: **\$787,399**

Other Commercial Permits Value: **\$0**

Other Permits Value: **\$36,262**

Total Value of All Other Permits: **\$823,661**

Grand Total of Other Permits: **59**

Grand Total Value of All Other Permits: **\$1,505,300**

March 17, 2023

Town Council
Town of Cedar Lake
7408 Constitution Avenue
P. O. Box 707
Cedar Lake, Indiana 46303

Attention: Chris Salatas – Town Manager

Re: Town Engineer Report for March 21, 2023 Town Council Meeting
(CBBEL Project No.: 060015.00001)

Dear Council Members:

This letter summarizes Christopher B. Burke Engineering, LLC (CBBEL) Town Engineer activities for reporting and action (as necessary) for the March 21, 2023 Town Council Meeting. This report covers activities for the period of February 18, 2023 through March 17, 2023.

1) Cedar Lake Dredging and Sediment Dewatering Facility Project

Dredge America has begun delivering pipe and other equipment around the lake and at the Sediment Dewatering Facility parcel. We are organizing the pre-construction meeting sometime in early April for a mid-April project start.

2) MS4 Coordination

CBBEL has begun working on the next required task of updating MS4 policies and procedures to conform to new requirements contained in the IDEM MS4 General Permit. The initial area of focus has been drafting updates to procedures related to the oversight of construction activities within the Town of Cedar Lake and the oversight of pollution prevention programs. This work will continue through the Spring.

3) NIRPC/State Legislature/INDOT/IDNR Updates

NIRPC meetings held in early March showed that years 2024-26 of the TIP would fund previously programmed projects to account for escalatory and inflation effects on project

costs. This will only allow for new projects to be programmed in the last two years of the TIP unless they can be funded under specific sources. NIRPC was required to start a 30-day public notice period on March 9th for the draft TIP. This public notice period will conclude on April 7th. Currently, the Town projects that are included in the draft TIP are the raising of 133rd Avenue from Robin's Nest to Colfax Avenue and the Founders Trail Multi-Use Path. The 133rd Avenue project is programmed in 2025 for construction (PROTECT funds) and the Founders Trail project is programmed in 2028 for construction. These projects are still not guaranteed funding until the TIP is approved in late April. There will most likely be further review of the TIP by NIRPC staff up until the official approval.

CBBEL and Town staff have had separate discussions with NIRPC pertaining to FHWA Highway Safety Improvement Program (HSIP, 90/10 match) funding for sidewalk projects that are noted below. FHWA and INDOT have emphasized the need for sidewalks on busy corridors and INDOT has a responsibility to include safety specific projects in MPO TIPs moving forward. NIRPC staff is still defining requirements for HSIP projects within INDOT and FHWA.

Applications were submitted on November 18th to NIRPC by CBBEL on behalf of the Town for the following projects:

1. Founders Creek Multi-Use Path from 133rd Avenue to Town Hall grounds. This application has been submitted in previous TIPs, but was not selected.
2. West Lakeshore Drive Sidewalk Corridor from the Western Railroad Overpass to the Cline Avenue Roundabout. This project was submitted for past NOFA's but was not selected. The application excluded the railroad crossing to score better and included a revised construction estimate.
3. Morse Street Sidewalk Corridor from 133rd Avenue to 145th Avenue. This will exclude the western side from 133rd Avenue to the Town Hall grounds that is already included in a previous TIP. This project was presented in phases due to its high construction cost.
4. 133rd Avenue Sidewalk Gap from Faith Church to Robin's Nest Subdivision. This also included the raising of 133rd Avenue to prevent future flooding. This project was broken into two separate applications due to recommendations from NIRPC staff. The raising of the 133rd Avenue roadway to eliminate a flooding condition was submitted under the Environmental category (PROTECT funding), while the sidewalk was submitted under the Complete Streets category (STBG funding).

The 123rd Indiana General Assembly convened a long session on January 9th. The following proposed bills may be of interest to the Town:

- **HB1081 & SB300: Residential Tax Increment Financing** – Removes the threshold conditions for establishing a residential housing development program and a tax

increment allocation area for the program, including the condition that the governing body of each school corporation affected by the program pass a resolution approving the program before the program may go into effect. Provides that the fiscal body of a county may adopt an ordinance to designate an economic development target area. **Status: SB300, Passed the Senate on February 2nd, 28-19, referred to House on February 3rd. HB1081 referred to Ways and Means Committee on February 14th. No Change.**

- **HB1085: Tax Increment Financing** – Would require 20% of incremental revenue from TIF to be passed to school corporations in the allocation area to be used for career and technical education (CTE) programs for all new TIFs going forward. It would also add a member of the local school board to the redevelopment commission as a voting member. **Status: Amendment #6 passed in the House Ways and Means Committee on February 22nd.**
- **SB219: Annexation** – With certain exceptions, requires a municipality that initiates an annexation to file with the court an annexation petition approved by the signatures of: (1) at least 51% of the owners of non-tax-exempt land in the annexation territory; or (2) the owners of at least 75% in assessed valuation of non-tax exempt land in the annexation territory. Requires the court to hold a hearing if the petition has enough signatures. Adds provisions for determining the validity of signatures. Eliminates the following: (1) Remonstrances and remonstrance waivers. (2) Reimbursement of remonstrator's attorney's fees and costs. (3) Adoption of a fiscal plan for annexations requested by 100% of landowners in the annexation territory. (4) Settlement agreements in lieu of annexation. (5) Provisions regarding contiguity of a public highway. **Status: Passed the Senate on February 9th, 34-15. Referred to the House Local Government Committee on February 10th. The first reading was held on February 28th.**
- **SB242: DNR Best Floodplain Mapping Data** – DNR best floodplain mapping data. Repeals a provision that requires a local floodplain administrator to use the "best floodplain mapping data available" when reviewing an application for a permit to authorize construction in or near a floodplain. Requires an owner to disclose in a real estate disclosure form whether any portion of the real estate is located in a floodplain, as determined by FEMA's Flood Insurance Rate Maps or a FEMA approved local floodplain map. **Status: Passed the Senate on January 30th, 40-5. Referred to the House on February 1st. First reading at the House Natural Resources Committee was held on February 28th.**
- **SB385: Floodplain Disclosures** – Requires an owner of residential real estate to disclose on the sales disclosure form if any portion of the real estate is located in a floodplain. Repeals a statute concerning floodplain mapping. **Status: Referred to the Senate Judiciary Committee on January 19th. No Change.**
- **SB412: Natural Resources** –Authorizes IDNR-DOW to file, in the deed records of a county recorder's office, an affidavit stating that a violation or deficiency that is the subject of an enforcement action exists on a particular property in the county.

Status: Passed the Senate on February 27th, 45-4. Referred to the House on February 28th and first reading in the House Natural Resources Committee was held on March 6th.

Adjournment of the 123rd General Assembly is due to no later than April 29th.

4) Other Funding Opportunities

- **IDNR – Division of Outdoor Recreation, Next Level Trails Program:** *No Change from Previous Report.* IDNR – Division of Outdoor Recreation will administer the program in conjunction with INDOT. All non-motorized trail types are eligible, but consideration will be given to multi-use trail types. Eligible costs are trail construction, land acquisition, design and engineering, and basic trail amenities. The grant program requires an 80/20 match with minimum and maximum requests of \$200,000 and \$2 million, respectively. There will be \$10 million available for locally significant projects. More information can be found at <https://www.in.gov/dnr/outdoor/9800.htm>. Based on discussions with NIRPC, it is our understanding that this program will have an additional call later this year.

Appraisals were received from the Vale Appraisal Group on March 31st and American Valuation Appraisal Services in early June for parcels within the proposed trail corridor. The next step would be to engage the landowners to receive signed letters of intent.

- **Community Crossing Grant, 2022-2:** This project was awarded to Site Services, Inc. on March 7th for \$192,296.33. Finalized contract documents have been provided to Town staff for council signature. The signed contract should be forwarded to INDOT no later than April 4th for procurement of CCMG funds.
- **Indiana Destination Development Corporation, Indiana Placemaking Activation Grant:** CBBEL completed grant applications for the placemaking activation and public art grants on March 17th.
- **USDOT, Safe Streets and Roads for All (SS4A):** The SS4A grant is a product of the new infrastructure bill with the second round of funding to open in April. This program provides funding for both planning and implementation (construction) of infrastructure and initiatives designed to prevent death and serious injury on roads and streets. Applicable planning documents must already be completed to be eligible for implementation grants. More information can be found at <https://www.transportation.gov/grants/SS4A>.

CBBEL and Town staff held a meeting on March 2nd related to the preparation of a

Local Road Safety Plan which would make the Town eligible for the construction portion of the SS4A funding. CBBEL will coordinate with the Town Planning Director to determine work efforts and complete this document sometime in the Summer.

5) Town Street Committee

- Shades (East of Morse St and North of 141st Avenue): *No Change from Previous Report.* This project was submitted for the 2023-1 call for CCMG funding on January 27th. We expect funding allocations to be announced in April.
- 131st Place and Morse Street: *No Change from Previous Report.* CBBEL received the survey on October 4th and provided it to the Town for review. We are awaiting direction on how to proceed.
- Parrish Avenue North Crack Sealing: *No Change from Previous Report.* Pavement Solutions completed crack sealing of Parrish Avenue from the north corporate limit to 133rd Avenue. We are awaiting invoicing.

6) Redevelopment Commission

CBBEL is completing the following projects for the Redevelopment Commission:

- Morse Street Corridor Pedestrian Path/Watermain: Plan preparation is on-going. CBBEL is currently completing plans for the watermain extension from the new Lighthouse well to 137th Avenue to facilitate connection of the new safety buildings. This extension will include stub laterals at each public street and extension down Constitution Avenue to east of Town Hall. This project is scheduled to bid in April. Coordination is on-going between CBBEL personnel and the safety building engineering team. CBBEL received the first civil plan set for review for the future police/fire stations on March 8th. CBBEL provided a review memorandum to the team on March 11th.

CBBEL is finishing preparation of the 3-lot subdivision platting documents for the police department, fire department, and future Town Hall parcel. Survey and geotechnical services have also been completed for Constitution Avenue. Survey has been provided and CBBEL has completed a preliminary proposed corridor of Constitution Avenue. CBBEL also provided future curb elevations to the safety building team so they can set adjacent sidewalk elevations. The geotechnical report was received on February 22nd.

7) Plan Commission

CBBEL has been completing civil review and coordination activities for the following proposed developments:

- Bugaboo Subdivision: *No Change from Previous Report.* CBBEL provided a comment

letter to the Applicant on August 11th and is awaiting a response.

- Railside Business Park: CBBEL issued a comment letter on March 15th. Review of the submitted Traffic Impact Study is on-going.
- Novak Parcel (129th Ave/US-41): CBBEL and the Town are coordinating with the Engineer and Applicant on cost-sharing items prior to plan review.
- Culver's: CBBEL received a re-submittal on March 10th and is currently reviewing.
- Subdivision Ordinance/Development Standards Manual Update: CBBEL has begun updates to the DSM and is currently on-going. CBBEL, Town staff, and the Town Attorney held a teleconference on March 14th to discuss the updates and steps moving forward.

8) Stormwater Management Board

CBBEL updating the current project memorandum to aid in scoring of the projects for potential selection.

7513 W. 136th Lane, Woodland Shores: The Board was notified that the parcel owner who brought the concern to the board's attention had recently sold the property. The Storm Board determined to table further effort on the easement acquisition until the new owner(s) appear at a Storm Board meeting. The item will still remain on the update items list.

9080 W. 129th Place, Woodland Hills 1st Addition Subdivision: CBBEL has discussed this project with the homeowner and expects the project to start within the next few weeks, weather dependent. **No Change.**

Woods of Cedar Creek: Town staff has reviewed documentation on acquired easements prior to the Phase 1 project being completed. Three residents did not provide access before the Phase 1 project. Two of those parcels are under new ownership and staff will reach out to determine if a Phase 2 project is possible. **It is our understanding that this coordination will not proceed until funding is identified.**

6425 W. 145th Avenue: CBBEL presented a concept plan to the Board at the March meeting. Preliminary costs were provided and the Board will take it under advisement during project scoring.

141st Place & Cottage Grove Avenue: Town Public Works staff decided to re-establish the existing ditchline along the northside of 141st Place and to utilize spoils from this activity to modify and partially fill in the low area at the northwest corner of this curve. This work is to commence shortly.

9000 W. 130th Court, Woodland Hills Subdivision: The homeowner attended the October Storm Board meeting stating the existing storm sewer at the west end of the cul-de-sac had

collapsed. Town Public Works camera'd this line earlier this week. CBBEL received the video on March 17th and is currently reviewing.

7320 W. 140th Place, Straight's CN Subdivision: CBBEL presented a concept plan to the Board at the March meeting. Based on conversations at the meeting with the homeowner, the scope of the project will be revised to re-shaping an existing ditchline, stabilization, tree clearing, and culvert replacements.

50/50 Rearyard Drainage Program: CBBEL prepared draft guidelines for the board's review. The purpose of this program would allow for a cost share with the homeowner to install rearyard drainage in older pre-platted subdivisions with little to no existing storm sewer. The cost share would be capped at \$5,000 for the homeowner and costs above this cap would be incurred by the Town. No vote was made at the meeting. **No Change.**

Stormwater Master Plan: CBBEL is preparing a proposal for the completion of a Town-wide Stormwater Master Plan. This plan would include mapping of the Town's entire storm sewer network, identification of system problem areas, hydrologic/hydraulic modeling of specific areas, public participation meetings, and a final plan report detailing future projects and cost estimates. **This proposal may be combined with work related to a Stormwater System Development Charge.**

9) Building Department

CBBEL has been completing site plan and as-builts for individual lots. CBBEL has also been completing on-going development reviews in the following subdivisions/projects: Summer Winds, Birchwood Farms, Rose Garden Estates, Ledgestone, Centennial, Centennial Villas/Estates, Beacon Pointe, Beacon East, Beacon West (Phases 5-7), Lakeside, Hanover Central Middle/Elementary School, Hanover Central High School Athletic Fields, Cedar Lake Storage, Lakeview Business Park, and Offshore Estates. MCM 4 construction inspections are also being completed at each development, where applicable.

Ordinance Updates: An updated floodplain ordinance was sent to Town staff on January 31st. CBBEL will be continuing updates to the Town's Development Standards Manual and Stormwater Ordinances throughout Spring 2023. CBBEL will also update the Town's lighting inventory. CBBEL has been in contact with NIPSCO Electric about acquiring current lighting inventories for the Town.

Thank you for allowing us to provide you with these Town's engineering services. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

A black rectangular box redacting the signature of Donald C. Oliphant.

Donald C. Oliphant, PE, CFM, CPESC, CPMSM
Civil Engineer

L060015 Council Report 031723.docx

CC: Town Manager
 Planning Director
 Director of Operations
 Building Administrator
 Town Attorney

Attachments: Project Status Report
 All Projects Schedule

Town of Cedar Lake – Project Status Report

Christopher B. Burke Engineering, LLC

updated 03/17/23

Job No.	Description	Budget	Deliverable(s)	Status	Deadline(s)
060015.00001	Town Council	n/a	Town Council Report for 03/21/23 meeting	Completed	03/17/23
060015.00002	Plan Commission	n/a	Plan Reviews & LOC Inspections	Plan Commission Meetings and Review of Plan Applications. See letter for details.	ongoing
060015.00003	Stormwater Management Board	n/a	Review and reporting concerning agenda action items	Reviewing items as requested and reporting status to Storm Board. See letter for details.	ongoing, as requested
060015.00006	Stormwater Cost of Services Study	n/a	ERU calculation review	Ongoing review of ERU calculations for parcels requested by Town.	ongoing, as requested
200323	Cedar Lake Dredging and Sediment Dewatering Facility Project	n/a	Construction Plans/Construction Observation	Dredge America has begun delivering pipe and other equipment around the lake and at the Sediment Dewatering Facility parcel. We are organizing the pre-construction meeting sometime in early April for a mid-April project start. – see 03/17/23 Council Report for details.	ongoing
090043	MS4 Coordination	\$19,400 (annual)	MS4 Coordination Services & Development	CBBEL has begun working on the next required task of updating MS4 policies and procedures to conform to new requirements contained in the IDEM MS4 General Permit. The initial area of focus has been drafting updates to procedures related to the oversight of construction activities within the Town of Cedar Lake and the oversight of pollution prevention programs. This work will continue through the Spring. – see 03/17/23 Council Report for details.	ongoing

Cedar Lake All Projects' Schedules

	2022												2023												2024												
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
Morse Street/Constitution Ave Watermain Ext																																					
Construction																																					
137th Avenue and Crack Sealing Project																																					
Construction																																					
Shades Subdivision																																					
Construction, TBD																																					
Stage 2 - Cedar Lake Dredging																																					
Construction																																					

Veridus Recommendations

Date: March 17, 2023

Submitted For: Cedar Lake Town Officials

Completed priorities for remainder of 2023 and updates on work to date:

- Next Steps for Lakeshore Bluffs development – revised MOU is pending
- Research and due diligence for parks planning efforts
- Veridus drafting RFP for Parks Master Plan
- Job description benchmarking for Park Director position

Redevelopment Commission – Developer Roundtable

- Tour and meeting with Carmel Redevelopment Commission 3/6/23
- Discussion of hosting a Developer Roundtable or Development Summit to highlight priority properties and engage multifamily/commercial developers
- Next steps, select a date and identify properties for future development aligned with comprehensive plan and future land use needs

Lakeshore Bluffs

- Sent letter on behalf of Town to Schilling requesting a letter of intent to move project forward, February 2022
- Town Attorney drafted a non-binding MOU with Schilling to move the project forward
- In process of identifying next steps for the Town, pending Schilling response to Town MOU.
- Park Land was transferred to RDC
- Shilling received the MOU, pending review, follow up meeting and next steps will be scheduled and review of next steps road map for redevelopment
- Veridus has followed up on MOU multiple times, especially in the month of October with no response
- Revised MOU has been sent and is pending
- Need Schilling to send proforma information
- Identifying additional commercial development examples
- Veridus POC: Alaina Shonkwiler - Project Executive

Public Safety Building

- Continued Weekly design coordination meetings with K2M and DS Architecture
- Completed the Program and Needs Evaluation for both Police and Fire
- Completed process to select BOT Developer - GM Development / Core Construction were selected
- Completed schematic design for final review
 - Refined site design and schematic plans
 - Building elevations
 - Renderings
 - Cost estimate – Preliminary cost estimate was provided with schematic design. This will be verified by Core Construction
 - Currently working on Cost estimates to confirm GMP before proceeding to design development documents

- Design team continues to push design forward – Currently working on design documents
- Geotechnical survey has been completed
- Topographic and boundary survey are completed
- Bond sale closed and project is fully funded
- Veridus working with design team to complete design drawings
 - Have received drawings and budget from Core
 - Still on budget for construction
- Starting FFE Vendor discussions to review procurement of furniture
 - Initial meetings held week of 3/6
 - Have additional meetings week of 3/20
- Vetting equipment procurement for fire and police station
- Veridus POC: David Rainey – Director Owners Representation

Sports Complex

- Veridus to work with Context design to produce an initial sketch showing high level fit of sports park concept
- Timeline for Master Plan is approximately 8 – 10 weeks with Context for Phase 1 Planning and design of similar athletics campuses occurs in the four (4) basic stages:
 - **Stage I Preliminary Master Planning & Budget Forecasting proposed initial scope of work**
 - Stage II Schematic Design & Cost Validation *projected future scope*
 - Stage III Technical Design, Construction Plans & Permitting *projected future scope*
 - Stage IV Construction Phase Support *projected future scope*
- Received Context quote **for Phase 1 Preliminary Master Planning & Budget Forecasting** \$16,800 + \$1000 for reimbursables for the below scope of work (attached):
 - a) Meet with Town staff and stakeholders to confirm program, caliber, and extents of the desired complex.
 - b) Validate short- and long-term objectives for the facility.
 - c) Prepare sketch concepts, organizational strategies, and develop overall campus design for discussion with the Client.
 - d) Incorporate feedback from the Client into a final Master Plan solution.
 - e) Generate a preliminary budget forecast, in conjunction with Veridus Group, based upon the approved concept direction.
 - f) Present the preliminary findings and preliminary budget to the Client.
 - g) Generate a color-rendered Master Plan that includes sports fields, auxiliary building locations, pedestrian and vehicular circulation, parking areas, trail networks, potential entry features, and other primary functions.
 - h) Generate a color-rendered Phase I plan that depicts initial development investment and timeline.
 - i) Attend up to two (2) virtual working sessions with Client to share progress updates.
 - j) Attend up to two (2) in-person working sessions or presentations with Client and stakeholders.
- This will likely be a 2023 project align with focus on parks master plan and a parks comp plan
- Veridus POC: Alaina Shonkwiler - Project Executive

Building Fee Assessment

- Veridus completed an assessment of 20 communities per request of Town Manager for building and pertinent permit fees
- Comparable communities were selected from three categories based on similarity to Cedar Lake's population, population growth, or if the community was a lakefront community
- Fee and permit comparisons were provided for the following topics:
 - Residential construction
 - Commercial construction
 - Accessory buildings
 - Fences
 - Remodels
 - Demolitions
 - Garages
 - Signs
 - Decks
 - Charges for photocopies of documents
- Analysis was completed July 11th and sent to Town Manager

Town Center Complex – Comprehensive Master Plan and Park Plan

- June 30th Veridus met with representatives from the Historical Association and Museum
- Presentation for a master plan of a potential land area adjacent to town hall for the purposes of tourism and creating a downtown destination
- Discussion with Town Manager and Council representatives about integration of Parks Department/Cedar Lake Parks Board and this proposed project into an update for the Comprehensive Master Plan from 2021
- Alaina is drafting RFP for Parks Master Plan
- Review of slide deck from Historical Association and proposed land use planning for the area ongoing
- Veridus working with town manager to schedule date in November to meet with leaders from council, town staff, Parks Board, and the Historical Society
 - Meeting will review Town Center Complex presentation and integration of town complex needs
- Veridus met with Town Staff to discuss park planning process and concepts
 - Veridus will facilitate community listening sessions to demonstrate potential concepts and receive feedback
 - Listening session will focus on vision for the park
 - Listening sessions are tentatively planned for early June
 - There will be two sessions open to the public in total
 - Initial recommendations on park concept will be developed once meetings are completed
 - Final date for park concept is tentatively planned for mid-July

Park Director Job assessment and position description

- Identified 15 different park director job descriptions to benchmark for new Cedar Lake Park Director role
 - Met with Indiana Park & Recreation Association for guidance and to connect with member communities
- Completed matrix that comparing each job description with information including, salary, benefits, and responsibilities
 - Communities were mostly from the State of Indiana, but a few out of state examples were included for comparison purposes

- Completed presentation of initial findings to Cedar Lake Park Board January 5, 2023
 - Shared key components of Park Director position description
 - Answered questions pertaining to trends from other communities and acceptable expectations for the position
- Created draft position description to assist with RFP process
 - Veridus will assist with finalization of Park Director job description as needed