

# Table of Contents

Claims	3
LITTLES COI	4
MACHALK COI	7
Youth Baseball Tag Day	10
COI-Town Of Cedar Lake 2-11-25	11
American Legion Aux 261 Tag Day	13
FD Administrative Assistant Ordinance	16
FD Administrative Assistant Description	18
RES NO 1367	23
LOC Packet	25
1. Cedar View Properties_Extension	25
2. Revised Letter of Credit (LOC) for Summer Winds Unit 1	27
3. LOC Beacon Pointe Unit 6	28
4. LOC Unit 7	35
Jager Easement	42
Notice to Abate Grass	52
PD Monthly Activity	55
MonthlyReport	55
OrdinanceReport	62
FD Montly Reports	64
Town Engineer Report	69
Summerfest Tourism Letter	80

---

**February 18, 2025**

---

---

ALL TOWN FUNDS	\$341,380.01
----------------	--------------

---

---

WASTEWATER OPERATING	\$332,407.52
----------------------	--------------

---

---

WATER UTILITY	\$22,621.05
---------------	-------------

---

---

STORM WATER	\$4,322.05
-------------	------------

---

---

PAYROLL 2/13/25	\$417,527.60
-----------------	--------------

---

---

JAN REMITTANCES	\$331,341.43
-----------------	--------------

---



## UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

State Form 54266 (R2 / 9-24) / Form 236  
STATE BOARD OF ACCOUNTS

"A public servant who knowingly or intentionally (1) has a pecuniary interest in; or (2) derives a profit from; a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Level 6 Felony." Ind. Code 35-44.1-1-4(b).

As defined by IC 35-31.5-2-261, "public servant" means a person who:

- (1) is authorized to perform an official function on behalf of, and is paid by, a governmental entity;
- (2) is elected or appointed to office to discharge a public duty for a governmental entity; or
- (3) with or without compensation, is appointed in writing by a public official to act in an advisory capacity to a governmental entity concerning a contract or purchase to be made by the entity.

A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant. IC 35-44.1-1-4(a)(3).

A "dependent" means the spouse of a public servant; a child, stepchild, or adoptee of a public servant who is unemancipated and less than eighteen (18) years of age; or an individual more than one-half of whose support is provided during a year by the public servant. IC 35-44.1-1-4(a)(1).

**Complete this form in its entirety. Legal counsel should be consulted.**

1. Full name and address of public servant submitting this form: Barbara Little  
[REDACTED]
2. a. Job title: Board of Safety  
b. Governmental entity: \_\_\_\_\_  
c. County: Lake

FOR CONTRACTS, PLEASE COMPLETE SECTION 3.

FOR PURCHASES OF GOODS OR SERVICES (WITHOUT A CONTRACT), COMPLETE SECTION 4.

3. Identify and describe the contract involved (complete a separate Disclosure Form for each contract):
  - a. Full legal name and address of contractor: Auto Touch / Tommy Little  
[REDACTED]
  - b. Full name and address of "dependent" (if applicable): \_\_\_\_\_  
\_\_\_\_\_
  - c. Identify the governmental entity that is a party to the contract: BARBARA LITTLE
  - d. Relationship of public servant to contractor: Spouse

- e. Specific ownership interest (and/or job title) of the public servant (or the public servant's dependent) in contractor: ZERO ownership
- f. Start date and end date of contract: \_\_\_\_\_
- g. Total dollar amount of contract: \_\_\_\_\_
- h. Specific financial interest (and/or dollar amount) derived by the public servant (or the public servant's dependent) as a result of the contract: \_\_\_\_\_
- i. Date of the public meeting and the name of the governmental entity that accepted the contract (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_

4. Identify and describe each purchase of goods or services (which does not involve a contract) in which the public servant has a pecuniary interest:

- a. Describe the good or service purchased:  
Tommy Little's owns Auto Touch, Auto Repair. Each job is a different value. He fixes wrecked cars
- b. State the total dollar amount of each purchase: \_\_\_\_\_
- c. Full legal name of vendor: \_\_\_\_\_
- d. Name of governmental entity making the purchase of goods or services: \_\_\_\_\_
- e. Specific ownership interest (and/or job title) of the public servant (or the public servant's dependent) in vendor: ZERO
- f. Full name and address of "dependent" (if applicable): \_\_\_\_\_
- g. Purchase date: \_\_\_\_\_
- h. Specific financial interest (and/or dollar amount) derived by the public servant (or the public servant's dependent) as a result of the purchase: ZERO
- i. Date of the public meeting and the name of the governmental entity that accepted the purchase of goods or services (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_



IF PUBLIC SERVANT IS APPOINTED, COMPLETE SECTION 5

ALL OTHER PUBLIC SERVANTS, COMPLETE SECTION 6

5. Approval of elected public servant or board of trustees of a state supported college or university that appointed the public servant:

I / WE hereby approve this Conflict of Interest Form concerning the public servant for the contract or purchase described herein on this day:

Date of Appointment: \_\_\_\_\_

Date of Approval of Conflict of Interest: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Job Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Job Title

6. Approval by governmental entity at public meeting

a. Date this Conflict of Interest was submitted to the governmental entity: \_\_\_\_\_

b. Date of the public meeting this Conflict of Interest Form was accepted by the public entity (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_

7. **Affirmation of Public Servant:**

This disclosure was submitted to and accepted by the governmental entity in a public meeting (identified above) prior to final action on the contract or purchase.

I affirm, under penalty of perjury, the truth and completeness of the statements made above.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: 1/25/25

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

8. Filing Requirement

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with both:

1. The Indiana State Board of Accounts by uploading at [https://gateway.ifionline.org/sboa\\_coi/](https://gateway.ifionline.org/sboa_coi/); and
2. The Clerk of the Circuit Court of the county where the governmental entity took final action on the contract or purchase.



**UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT**

State Form 54266 (R2 / 9-24) / Form 236  
STATE BOARD OF ACCOUNTS

"A public servant who knowingly or intentionally (1) has a pecuniary interest in; or (2) derives a profit from; a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Level 6 Felony." Ind. Code 35-44.1-1-4(b).

As defined by IC 35-31.5-2-261, "public servant" means a person who:

- (1) is authorized to perform an official function on behalf of, and is paid by, a governmental entity;
- (2) is elected or appointed to office to discharge a public duty for a governmental entity; or
- (3) with or without compensation, is appointed in writing by a public official to act in an advisory capacity to a governmental entity concerning a contract or purchase to be made by the entity.

A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant. IC 35-44.1-1-4(a)(3).

A "dependent" means the spouse of a public servant; a child, stepchild, or adoptee of a public servant who is unemancipated and less than eighteen (18) years of age; or an individual more than one-half of whose support is provided during a year by the public servant. IC 35-44.1-1-4(a)(1).

**Complete this form in its entirety. Legal counsel should be consulted.**

1. Full name and address of public servant submitting this form: Douglas Gerald Machalk  
[REDACTED ADDRESS]

2. a. Job title: POLICE OFFICER

b. Governmental entity: TOWN OF CEDAR LAKE

c. County: LAKE

FOR CONTRACTS, PLEASE COMPLETE SECTION 3.

FOR PURCHASES OF GOODS OR SERVICES (WITHOUT A CONTRACT), COMPLETE SECTION 4.

3. Identify and describe the contract involved (complete a separate Disclosure Form for each contract):

a. Full legal name and address of contractor: \_\_\_\_\_  
\_\_\_\_\_

b. Full name and address of "dependent" (if applicable): \_\_\_\_\_  
\_\_\_\_\_

c. Identify the governmental entity that is a party to the contract: \_\_\_\_\_  
\_\_\_\_\_

d. Relationship of public servant to contractor: \_\_\_\_\_

- e. Specific ownership interest (and/or job title) of the public servant (or the public servant's dependent) in contractor: \_\_\_\_\_
  - f. Start date and end date of contract: \_\_\_\_\_
  - g. Total dollar amount of contract: \_\_\_\_\_
  - h. Specific financial interest (and/or dollar amount) derived by the public servant (or the public servant's dependent) as a result of the contract: \_\_\_\_\_  
\_\_\_\_\_
  - i. Date of the public meeting and the name of the governmental entity that accepted the contract (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_  
\_\_\_\_\_
4. Identify and describe each purchase of goods or services (which does not involve a contract) in which the public servant has a pecuniary interest:
- a. Describe the good or service purchased: DETAILING SUPPLIES  
\_\_\_\_\_  
\_\_\_\_\_
  - b. State the total dollar amount of each purchase: MULTIPLE PURCHASES ANNUALLY BELOW \$200.00 EACH PURCHASE  
\_\_\_\_\_
  - c. Full legal name of vendor: BUGGAS LLC  
\_\_\_\_\_
  - d. Name of governmental entity making the purchase of goods or services: TOWN OF CEDAR LAKE PUBLIC WORKS, POLICE, AND FIRE DEPARTMENTS  
\_\_\_\_\_
  - e. Specific ownership interest (and/or job title) of the public servant (or the public servant's dependent) in vendor: OWNER  
\_\_\_\_\_  
\_\_\_\_\_
  - f. Full name and address of "dependent" (if applicable): \_\_\_\_\_  
\_\_\_\_\_
  - g. Purchase date: 4/18,5/16,8/23/24  
\_\_\_\_\_
  - h. Specific financial interest (and/or dollar amount) derived by the public servant (or the public servant's dependent) as a result of the purchase: LESS THAN \$500.00 ANNUALLY  
\_\_\_\_\_  
\_\_\_\_\_
  - i. Date of the public meeting and the name of the governmental entity that accepted the purchase of goods or services (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_  
\_\_\_\_\_

IF PUBLIC SERVANT IS APPOINTED, COMPLETE SECTION 5

ALL OTHER PUBLIC SERVANTS, COMPLETE SECTION 6

5. Approval of elected public servant or board of trustees of a state supported college or university that appointed the public servant:

I / WE hereby approve this Conflict of Interest Form concerning the public servant for the contract or purchase described herein on this day:

Date of Appointment: \_\_\_\_\_

Date of Approval of Conflict of Interest: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Job Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Job Title

6. Approval by governmental entity at public meeting

a. Date this Conflict of Interest was submitted to the governmental entity: \_\_\_\_\_

b. Date of the public meeting this Conflict of Interest Form was accepted by the public entity (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_

**7. Affirmation of Public Servant:**

This disclosure was submitted to and accepted by the governmental entity in a public meeting (identified above) prior to final action on the contract or purchase.

I affirm, under penalty of perjury, the truth and completeness of the statements made above.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: 2/13/2025

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

**8. Filing Requirement**

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with both:

1. The Indiana State Board of Accounts by uploading at [https://gateway.ifionline.org/sboa\\_coi/](https://gateway.ifionline.org/sboa_coi/); and
2. The Clerk of the Circuit Court of the county where the governmental entity took final action on the contract or purchase.

Office of the Town Manager  
7408 Constitution Ave – PO Box 707 – Cedar Lake, IN 46303  
Tel (219) 374-7400 – Fax (219) 374-8588



**TAG DAY REQUEST – APPLICATION FORM**

Name of Organization: Cedar Lake Youth Baseball

Address: [Redacted]

Phone: [Redacted] Fax: N/A

Contact Person:

Name: Jessica Lauderdale Email: [Redacted]

Date of Tag Day Request (do not request a rain date):

1<sup>st</sup> Choice: April 19<sup>th</sup> 2<sup>nd</sup> Choice: April 5<sup>th</sup>

Explain Nature of Tag Day: Funds to support baseball players, equipment, & maintaining fields

List Locations of Tag Day: 133<sup>rd</sup> & 41 133<sup>rd</sup> & Parrish

On a separate sheet of paper, list the individuals participating in the activity on behalf of the organization. All solicitation activities permitted are to start no earlier than 8:00 am and finish in four (4) consecutive hours. All solicitation activities will be completed by 1:00 pm on the approved day, regardless of the time of commencement.

**PROOF OF INSURANCE MUST BE SUBMITTED WITH THIS REQUEST.  
INCOMPLETE REQUESTS WILL BE RETURNED.**

[Redacted Signature]

Signature of Contact Person

2/6/25

Date

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Approximate Time: \_\_\_\_\_

Received by (Name/Title): \_\_\_\_\_


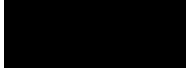
Date Approved by Town Council: \_\_\_\_\_

Date Contact Person Notified of Approval: \_\_\_\_\_ Notified via (circle one): Email – Phone – Letter





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/11/2025

<b>PRODUCER</b>  Larson Insurance Agency, LLC 	<b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b>  Cedar Lake Youth Baseball 	INSURER A: Scottsdale	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	<input checked="" type="checkbox"/>	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		10/27/2024	10/27/2025	EACH OCCURENCE	\$2,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
						MED EXP (Any one person)	\$5,000
						PERSONAL & ADV INJURY	\$1,000,000
						GENERAL AGGREGATE	\$2,000,000
						PRODUCTS - COMP/OP AGG	\$2,000,000
						BPP	\$263,666
	<input type="checkbox"/>	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____				COMBINED SINGLE LIMIT (Each Occurrence)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/>	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> _____				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN EA ACC	\$
						AUTO ONLY: AGG	\$
	<input type="checkbox"/>	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURENCE	\$
						AGGREGATE	\$
							\$
							\$
	<input type="checkbox"/>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$
A	<input checked="" type="checkbox"/>	<b>OTHER</b> Building - Consession Stand All Other Property		10/27/2024	10/27/2025	Limits	\$100,000
				10/27/2024	10/27/2025	Limits	\$163,666

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

<b>CERTIFICATE HOLDER</b>  Town of Cedar Lake	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  AUTHORIZED REPRESENTATIVE
---	--

## **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

## **DISCLAIMER**

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

**Town of Cedar Lake**  
Office of the Town Manager  
7408 Constitution Ave - PO Box 707 - Cedar Lake, IN 46303  
Tel (219) 374-7400 - Fax (219) 374-8588



**TAG DAY REQUEST - APPLICATION FORM**

Name of Organization: American Legion Auxiliary 261

Address: [Redacted]

Phone: [Redacted] Fax: [Redacted]

Contact Person:  
Name: Annetta DeVries Email: [Redacted] Phone: [Redacted]

Date of Tag Day Request (do not request a rain date):  
1<sup>st</sup> Choice: 4/19/25 2<sup>nd</sup> Choice: 5/17/25

Explain Nature of Tag Day: Auxiliary Poppy Day - collect donations for Veterans

List Locations of Tag Day: 41 & 133<sup>rd</sup>, Parrish & 133<sup>rd</sup> & Coleman Corners

On a separate sheet of paper, list the individuals participating in the activity on behalf of the organization. All solicitation activities permitted are to start no earlier than 8:00 am and finish in four (4) consecutive hours. All solicitation activities will be completed by 1:00 pm on the approved day, regardless of the time of commencement.

**PROOF OF INSURANCE MUST BE SUBMITTED WITH THIS REQUEST.  
INCOMPLETE REQUESTS WILL BE RETURNED.**

[Redacted Signature] \_\_\_\_\_  
Signature of Contact Person

1/31/25  
Date

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Approximate Time: \_\_\_\_\_

Received by (Name/Title): \_\_\_\_\_

Date Approved by Town Council: \_\_\_\_\_

Date Contact Person Notified of Approval: \_\_\_\_\_ Notified via (circle one): Email - Phone - Letter



Tag Day:  
AGENDA 2/  
ITEM

## FAX COVER SHEET

TO: Kirsten Smuts

FROM:



Office Mgr. Robin Johnston ✓  
American Legion Post #261



TOTAL PAGES INCL. COVER 3



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Premier Group Insurance	CONTACT NAME: Jlm Snedeker Jr
	PHONE (A/C, No, Ext): [REDACTED] FAX (A/C, No): [REDACTED]
	E-MAIL ADDRESS: jsnedeker@premiergrpins.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Property-Owners Insurance Company
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

INSURED Cedar Lake #261 of the American Legion Inc, American [REDACTED]	CERTIFICATE NUMBER:	REVISION NUMBER:
--	---------------------	------------------

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	[REDACTED]	02/01/2025	02/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Annual Tag Day fundraiser; American Legion;  
Town of Cedar Lake, Indiana, A Municipal Corporation is listed as an additional insured

CERTIFICATE HOLDER Town of Cedar Lake 7408 Constitution Ave  Cedar Lake IN 46303	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE [REDACTED]
--	---

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

**ORDINANCE NO: 1511**

**AN ORDINANCE AMENDING TOWN ORDINANCE NO. 1150, AS AMENDED FROM TIME TO TIME, BEING: “AN ORDINANCE ESTABLISHING JOB/EMPLOYMENT DESCRIPTIONS FOR THE EMPLOYEES OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, REPEALING ALL ORDINANCES AND TOWN CODE PROVISIONS, INCLUDING TOWN ORDINANCE NO. 1064; AND ALL MATTERS RELATED HERETO”; AMENDING THE JOB DESCRIPTION OF FIRE DEPARTMENT ADMINISTRATIVE ASSISTANT JOB POSITION FOR THE TOWN OF CEDAR LAKE FIRE DEPARTMENT, AND ALL MATTERS RELATED THERETO.**

**WHEREAS**, the Town Council of the Town of Cedar Lake, Lake County, Indiana (hereinafter, the “Town Council”), has previously adopted its Town Ordinance No. 1150 on the 21<sup>st</sup> day of February, 2012, establishing Job/Employment Descriptions for the Employees of the Town of Cedar Lake; and

**WHEREAS**, the Town Council has reviewed the growth and staffing needs for the Town, specifically the job responsibilities and duties of the Fire Department Administrative Assistant; and

**WHEREAS**, the Town Council has determined, after such review, that the need exists to amend the Fire Department Administrative Assistant job description for the expanded duties and responsibilities of the job position; and

**WHEREAS**, the Town Council, upon its review, has determined it appropriate, advisable, and in the best interests of its citizens and residents of the Town, to amend and replace the job position description for a Fire Department Administrative Assistant; and

**WHEREAS**, the Town Council has now determined it appropriate and advisable to amend Job/Position Descriptions for a Fire Department Administrative Assistant of the Town for the benefit of the citizens and residents of the Town of Cedar Lake.

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

**SECTION ONE:** That Town Ordinance No. 1150, amended to include amended Exhibit “A”, attached to this Amendatory Ordinance and incorporated herein, amending the Job/Employment Description for the Fire Department Administrative Assistant, is hereby approved and adopted.

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

**SECTION THREE:** That 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 FOUR:** 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 COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

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

\_\_\_\_\_  
Nick Recupito, Town Council President

\_\_\_\_\_  
Greg Parker, Vice-President

\_\_\_\_\_  
Robert H. Carnahan, Member

\_\_\_\_\_  
Julie A. Rivera, Member

\_\_\_\_\_  
Mary Joan Dickson Member

\_\_\_\_\_  
Richard C. Thiel, Jr., Member

\_\_\_\_\_  
Chuck Becker, Member

**ATTEST:**

\_\_\_\_\_  
Jennifer N. Sandberg, IAMCA, CMC, CPFIM,  
Clerk-Treasurer

**TOWN OF CEDAR LAKE  
POSITION DESCRIPTION  
Fire Department – Administrative Assistant**

<b>CLASS TITLE:</b>	Administrative Assistant	<b>LOCATION:</b>	Fire Department
<b>DEPARTMENT:</b>	Fire	<b>EMPLOYMENT LEVEL:</b>	Non-Exempt
<b>DIVISION:</b>	Fire Civilian		

GENERAL PURPOSE

Performs a variety of routine and complex clerical, secretarial and administrative work in keeping official records, providing administrative support to the administrative staff, and assisting in the administration of the standard operating policies and procedures of the Department.

SUPERVISION RECEIVED

Works under the direct supervision of the Cedar Lake Fire Chief.

SUPERVISION EXERCISED

As directed by the Cedar Lake Fire Chief

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Performs routine clerical and administrative work in answering telephones, receiving the public, providing customer assistance, and data processing
- Answers in-coming calls and route callers or provides information as required.
- Receives the public and answers questions; responds to inquiries from employees, citizens and others and refers, when necessary, to appropriate persons.
- Assist in the procurement of department materials and supplies.
- Operates listed office machines and equipment as required.
- Receives, stamps and distributes incoming mail, processes outgoing mail.

- Composes, types, and edits a variety of correspondence, reports, memoranda, and other material requiring judgment as to content, accuracy, and completeness.
- Inputs data to standard office and department forms; compiles data for various reports.
- Plan conferences and training sessions. Coordinates travel plans for Staff.
  - Prepares records such as notices and meeting minutes.
- Acts as custodian of departmental documents and records. Establishes and maintains filing systems, control records and indexes using moderate independent judgment.
- Maintains inventories and orders office supplies and materials, maintains departmental personnel records.
- Schedules appointments and performs other administrative and clerical duties.
- Prepares a variety of studies, reports and related information for decision-making purposes; conducts research, analysis, and prepares recommendations regarding proposals for programs, grants, services, budget, equipment, etc., as delegated.
- Provides administrative assistance to supervisor in meeting management; assembles background materials, prepares agendas, and records action items for various meetings, as delegated.
- Investigates and follows-up on citizen requests for service, complaints, and requests for information.
- Assists in the development of notices, flyers, brochures, newsletters, media releases, news articles, and other informational materials about programs and services.

### PERIPHERAL DUTIES

Assists other Town Department Heads in various clerical duties.

Operates a vehicle when necessary to travel for Town business matters.

Attend seminars and workshops related to administrative duties and responsibilities.

### DESIRED MINIMUM QUALIFICATIONS

□ Education and Experience:

- A. Graduation from a high school or GED equivalent with specialized course work in general office practices such as typing, filing, and
- B. Five (5) years of increasingly responsible related experience, or any equivalent combination of related education and experience.

□ Necessary Knowledge, Skills and Abilities:

- A. Working knowledge of computers and electronic data processing; working knowledge of modern office practices and procedures.
- B. Skill in operation of listed tools and equipment.
- C. Ability to effectively meet and deal with the public; ability to communicate effectively verbally and in writing; ability to handle stressful situations.
- D. Working knowledge of the principles and practices of modern public administration; working knowledge of human resource administration; Working knowledge of modern records management techniques;
- E. Ability to establish and maintain effective working relationships with employees, supervisors, other departments, officials and the public; Ability to communicate effectively verbally and in writing.

### SPECIAL REQUIREMENTS

Must be twenty-one (21) years or older; Must possess, or be able to obtain by time of hire, a valid driver's license without record of suspension or revocation in any State.

Obtain and maintain any additional certifications that may from time to time be required by policy, ordinance or applicable law.



No felony convictions or disqualifying criminal histories; U.S. citizen; Must be able to read and write the English language; Must be of good moral character and of temperate and industrious habits.

### TOOLS AND EQUIPMENT USED

Typewriter, personal computer, including word-processing, spreadsheet and database software; telephone, copy machine; facsimile machine, calculator.

### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, at times must meet the public at problem area.

While performing the duties of this job, the employee is frequently required to sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to twenty-five (25) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

### WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to form the essential functions.

The noise level in the work environment is usually quiet.

### SELECTION GUIDELINES

Formal application, rating of education and experience; oral interviews and references check; job related tests may be required.



The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. As workload changes, assistance will be required to assume more responsibilities.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: \_\_\_\_\_  
Supervisor

Approval: \_\_\_\_\_  
Appointing Authority

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

Revision History

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

**RESOLUTION NO. 1367**

**A RESOLUTION AUTHORIZING APPROPRIATION TRANSFERS BY THE CLERK-TREASURER FOR THE FOLLOWING FUNDS DURING BUDGET YEAR 2025**

**WHEREAS**, the Town Council of the Town of Cedar Lake, Lake County, Indiana does find that conditions exist at this time, and that it is indispensably necessary to expend certain sums of money by the proper legal officers of the Town of Cedar Lake, Lake County, Indiana by way of transfer of funds within the categories of appropriations.

**NOW THEREFORE**, be it resolved by the Town Council of the Town of Cedar Lake, Lake County, Indiana, that the following transfers are to be made in the specified funds between major budget categories;

**GENERAL FUND #101** **TOTAL TRANSFERS \$38,800.00**

Town Council 002		Total Transfers \$ 31,000.00
\$ 1,000.00	From: 116 – Overtime	To: 119 – PTO Payout
\$ 30,000.00	From: 121 – Group Health	To: 341 – Prop & Casualty
Parks & Recreation 006		Total Transfers \$ 7,800.00
\$ 5,000.00	From: 315 – Event Services	To: 213 – Event Supply
\$ 2,800.00	From: 399 – Facilities	To: 394 – Training

**ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY,  
INDIANA THIS 18<sup>th</sup> DAY OF FEBRUARY, 2025**

\_\_\_\_\_  
Nick Recupito, President

\_\_\_\_\_  
Greg Parker, Vice President

\_\_\_\_\_  
Robert H. Carnahan

\_\_\_\_\_  
Julie Rivera

\_\_\_\_\_  
Chuck Becker

\_\_\_\_\_  
Mary Joan Dickson

Attest:

\_\_\_\_\_  
Richard C. Thiel Jr.

\_\_\_\_\_  
Jennifer N. Sandberg, IAMCA, CMC, CPFIM  
Clerk-Treasurer

DEPARTMENT Requested By: Mindi Ray-Parks Dept Date: 2/10/25

CLERK-TREASURER Received By: [REDACTED] Date: [REDACTED]



## Appropriation Transfer Request

Each department is responsible for monitoring its budget(s) accordingly. In the event that a line item becomes low, please prepare your request to transfer appropriations within the major budget classes assigned. Transfers between major budget classes will require a resolution to be approved by Town Council.

### MAJOR BUDGET CLASS: PERSONAL SERVICES

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### MAJOR BUDGET CLASS: MATERIALS AND SUPPLIES

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### MAJOR BUDGET CLASS: MISCELLANEOUS SERVICES

#### FROM EVENT SERVICES TO EVENT SUPPLY

TRANSFER THE AMOUNT OF \$ 5,000.00 FROM: [REDACTED] TO: [REDACTED]

#### FROM FACILITIES TO TRAINING

TRANSFER THE AMOUNT OF \$ 2,800.00 FROM: [REDACTED] TO: [REDACTED]

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### MAJOR BUDGET CLASS: CAPITAL OUTLAY

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TRANSFER THE AMOUNT OF \$ \_\_\_\_\_ FROM: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ TO: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_



*Independently Strong. Individually Committed.*

January 28, 2025

Town of Cedar Lake  
7408 Constitution Ave  
Cedar Lake, IN 46303

Re: Cedar View Properties, LLC

To Whom It May Concern:

This letter is in reference to an existing Irrevocable Letter of Credit in your favor, which is enclosed. At the request of Cedar View Properties, LLC, Irrevocable Letter of [REDACTED] has been extended.

The Letter of Credit referenced above has been extended for one year and now has an expiration date of February 15, 2026.

Presentation of this Letter of Credit may be made at Community State Bank at 224 W Main St, Brook, IN 47922.

If you have any questions, please feel free to contact me at 219-275-2441 or [Brock.Iseminger@communitystatebank.com](mailto:Brock.Iseminger@communitystatebank.com).

Sincerely,

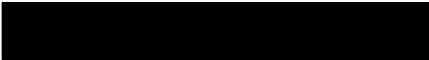
[REDACTED]  
Brock Iseminger  
President/CEO  
Community State Bank  
219-275-2441  
[Brock.Iseminger@communitystatebank.com](mailto:Brock.Iseminger@communitystatebank.com)



Independently Strong. Individually Committed.

IRREVOCABLE LETTER OF CREDIT

Issue Date: 2/15/2022



Beneficiary:
Town of Cedar Lake
7408 Constitution Ave
PO Box 707
Cedar Lake, IN 46303

Applicant:
Cedar View Properties, LLC

Amount: \$14,047.00
Expiration Date: 2/15/2023

We hereby issue this Letter of Credit in your favor, which is available by payment of your draft at sight drawn on Community State Bank bearing the clause "Drawn Under Letter of [redacted] issued by Community State Bank" when accompanied by the following documents:

- An affidavit from the Town Engineer that Cedar View Properties, LLC has failed to fulfill its obligations in accordance with the development plans.

Presentation of this Letter of Credit may be made at Community State Bank at 224 W Main St, Brook, IN 47922.

This Letter of Credit is valid for one calendar year from February 15, 2022.

If you have any questions, please feel free to contact me at 219-275-2441 or Brock.Iseminger@communitystatebank.com.

Sincerely,



Brock Iseminger
President/CEO
Community State Bank
219-275-2441
Brock.Iseminger@communitystatebank.com

Tim,

This email is to inform you that your Letter of Credit (Performance) for Summer Winds Unit 1 is set to expire on 2-15-25. The Town of Cedar Lake is going to need a revised Letter of Credit (Performance) for Summer Winds Unit 1 for the amount of \$244,187.85. Currently, the LOC on file is set to expire on 2-15-25. The new/revised LOC will be reviewed and voted on in the February 5<sup>th</sup>, 2025 @ the Plan Commission Meeting. Your help in this is greatly appreciated. Please contact me if you have any questions &/or concerns.

Thank you,



**Terrence (Terry) Conley**

**Planning Director**

Telephone: (219) 374-7400

7408 Constitution Avenue | PO Box 707

Cedar Lake, IN 46303

Email: [tconley@cedarlakein.org](mailto:tconley@cedarlakein.org)



Corporate Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.836.4400

January 27, 2025

Town of Cedar Lake  
Town Council  
7408 Constitution Avenue  
Cedar Lake, IN 46303

Ladies and Gentlemen:

Peoples Bank, at the request of Beacon Pointe of Cedar Lake, LLC has provided its Irrevocable Standby [REDACTED] for Beacon Pointe West Unit 6, in the amount of One Hundred Thirty Three Thousand Seven Hundred Thirty-Three and 95/100 Dollars (\$133,733.95) dated January 27, 2025, in your favor. This will certify that Paul Rodriguez, Vice President, Business Banker, is authorized to provide and execute the attached Credit, that the signature appearing on said Credit is authentic, and that the Bank has complied with all banking laws and requirements and other laws in connection with the issuance of such Credit.

Sincerely,

*Gregory Bracco*

Gregory Bracco, SVP  
Chief Business Banking Officer

Attachment: [REDACTED]

GB/ns



Corporate Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.836.4400

**IRREVOCABLE STANDBY LETTER OF CREDIT**

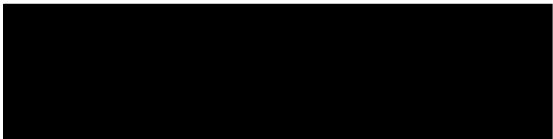
**ISSUER'S NAME & ADDRESS:**

Peoples Bank  
9204 Columbia Avenue  
Munster, IN 46321  
Attention: Commercial Loan Department

**Telephone:** 219-853-7500  
**Email:** prodriguez@ibankpeoples.com

**BENEFICIARY:**

Town of Cedar Lake  
Town Council  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303  
Telephone: 219-374-7000



**APPLICANT**

Beacon Pointe of Cedar Lake, LLC  
8900 Wicker Avenue  
St. John, IN 46373

**SUBDIVISION/DEVELOPMENT AT ISSUE:**

Beacon Pointe West, Unit 6  
Cedar Lake, IN

**Total Amount: \$133,733.95**  
(maximum aggregate amount)

**Issuance Date:** January 27, 2025

**Expiration Date:** January 27, 2026

Ladies and Gentlemen:

**Issuance.** The Issuer hereby establishes, at the request of Applicant and for the account of the Applicant, in favor of the Beneficiary, this Credit in the Total Amount of:

**\$133,733.95**



**Undertaking.** Issuer undertakes to honor Beneficiary's demand for payment of an amount available under this Credit, upon Beneficiary's presentation of a demand for payment in the form of the attached "**Sight Draft for Irrevocable Standby Letter of Credit Regarding Beacon Pointe West / Unit 6**" marked as **EXHIBIT A** (*hereinafter*, "Sight Draft"), together with the original of this Credit, at Issuer's address stated above, on or before the close of business on the expiration date.

**Original.** The original copy of this Credit shall be presented to and retained by Beneficiary. The original copy of this Credit need not be presented to Issuer as a condition for Beneficiary to receive payment. Retention of the original Credit does not preserve any rights thereunder after the right to demand payment ceases.

**Payment.** Issuer undertakes to make payment to Beneficiary under this Credit within five (5) business days of receipt by Issuer of a properly presented Sight Draft. Beneficiary shall receive payment from Issuer as described in the Sight Draft.

**Partial and Multiple Drawings.** Partial and multiple drawings are permitted under this Credit. The aggregate amount available under this Credit at any time shall be the Total Amount of this Credit, less the aggregate amount of all partial drawings previously paid to Beneficiary at such time.

**Presentation.** Beneficiary may present Sight Drafts for honor to Issuer at Issuer's above-stated address by:

1. Personal delivery to Issuer with an acknowledged duly authorized, signed receipt;
2. Deposit in Certified U.S. Mail, postage prepaid, properly addressed; or
3. Deposit with any third-party commercial carrier for delivery, cost prepaid, properly addressed.

Presentation will be deemed to have occurred upon Issuer's receipt.

**Agreed Reduction of Total Amount.** Issuer will permanently reduce the Total Amount of this Credit upon Beneficiary's presentation, from time to time, of an agreed "**Letter of Credit Reduction Approval for Beacon Pointe West / Unit 6**" in the form attached as **EXHIBIT B**. Beneficiary shall present any such agreed "Letter of Credit Reduction Approvals for Beacon Pointe West / Unit 6", to Issuer at Issuer's address stated above and Issuer shall make reductions as specified in the particular Letter of Credit Reduction Approvals as presented.

**Choice of Law.** This Credit is governed by the laws of the State of Indiana and is issued subject to the International Standby Practices 1998 (ISP98), International Chamber of Commerce Publication No. 590. Any amendments to the terms of this credit must be in writing over authorized signature of an officer of Peoples Bank.

Sincerely,



Paul Rodriguez, VP  
Business Banker

**CERTIFICATION**

The Undersigned hereby certifies under the penalty of perjury that I am the duly authorized Agent of the Issuer of this Credit and have full authority and all required approval to agree to the issuance of this Credit.

SIGNED AND DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025

Sincerely,

ISSUER: PEOPLES BANK

BY:



Paul Rodriguez  
Vice President, Business Banker

**EXHIBIT A**  
**SIGHT DRAFT FOR IRREVOCABLE STANDBY LETTER OF CREDIT**  
**REGARDING BEACON POINTE WEST / UNIT 6**

**DATE:** \_\_\_\_\_

**RE:** \_\_\_\_\_

**APPLICANT:** Beacon Pointe of Cedar Lake, LLC  
8900 Wicker Avenue  
St. John, IN 46373

**ISSUER:** Peoples Bank  
9204 Columbia Avenue  
Munster, Indiana 46321  
Attention: Commercial Loan Department  
Telephone : 219-853-7500  
Email: prodriguez@ibankpeoples.com

**BENEFICIARY:** Town of Cedar Lake  
Town Council  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303

This Sight Draft is a demand for payment presented by the Beneficiary under the above-referenced Credit for the amount of \$\_\_\_\_\_, which constitutes a full/partial payment of the funds available to the Beneficiary under the Credit. Under this Sight Draft, the Beneficiary states that:

- (i) The undersigned is authorized to execute this Sight Draft on behalf of the Beneficiary;
- (ii) Applicant is in default of its obligations to adequately construct and complete the infrastructure for the Subdivision, which is the subject of the above-referenced Credit;
- (iii) The above-stated amount of this Sight Draft is the amount currently due to Beneficiary from Applicant; and
- (iv) The proceeds from this Sight Draft will be used to satisfy the above-identified obligations.

Beneficiary requests that the amount demanded hereunder be transferred to the Beneficiary by check, available for collection at the place of presentation, wire transfer to the following bank account of the Beneficiary:

NAME, ADDRESS AND ROUTING NUMBER OF BENEFICIARY'S BANK ACCOUNT  
NAME OF BENEFICIARY'S ACCOUNT, BENEFICIARY'S ACCOUNT NUMBER

TOWN OF CEDAR LAKE \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**EXHIBIT B**  
**LETTER OF CREDIT REDUCTION APPROVAL FOR**  
**BEACON POINTE WEST / UNIT 6**

**DATE:** January 27, 2025

**RE:** [REDACTED]

Number: \_\_\_\_\_  
Date of Issuance: January 27, 2025  
Current Total Amount: \$133,733.95  
Current Expiration Date: January 27, 2026

**ILOC REDUCTION APPROVAL No. :**  
**Total Amount of this ILOC Reduction:     \$**  
**Total Amount of ILOC after this Reduction :   \$**

**APPLICANT:** Beacon Pointe of Cedar Lake, LLC  
8900 Wicker Avenue  
St. John, IN 46373

**ISSUER:** Peoples Bank  
9204 Columbia Avenue  
Munster, Indiana 46321  
Attention: Commercial Loan Department

**BENEFICIARY:** Town of Cedar Lake  
Town Council  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303

**TOWN ENGINEER:**

The undersigned hereby approve of and incorporate by reference the calculations stated in the attached "Worksheet for Reduction of Total Amount of the ILOC for Beacon Pointe West / Unit 6. Issuer is hereby authorized to reduce the Current Total Amount of the above-referenced ILOC as indicated by the attached Worksheet.

**Per the attached Worksheet, the new "Total Amount" of the ILOC shall now equal:   \$**

**Town of Cedar Lake**

\_\_\_\_\_  
**By:**  
**Name:**  
**Title:**

**Beacon Pointe of Cedar Lake, LLC**

\_\_\_\_\_  
**By:**  
**Name:**  
**Title:**





Corporate Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.836.4400

January 27, 2025

Town of Cedar Lake  
Town Council  
7408 Constitution Avenue  
Cedar Lake, IN 46303

Ladies and Gentlemen:

Peoples Bank, at the request of Beacon Pointe of Cedar Lake, LLC has provided its Irrevocable Standby [REDACTED] for Beacon Pointe West Unit 7, in the amount of Three Hundred Nine Thousand Six Hundred Seventy-Three and 13/100 Dollars (\$309,673.13) dated January 27, 2025, in your favor. This will certify that Paul Rodriguez, Vice President, Business Banker, is authorized to provide and execute the attached Credit, that the signature appearing on said Credit is authentic, and that the Bank has complied with all banking laws and requirements and other laws in connection with the issuance of such Credit.

Sincerely,

[REDACTED]

Gregory Bracco, SVP  
Chief Business Banking Officer

Attachment: [REDACTED]

GB/ns



Corporate Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.836.4400

**IRREVOCABLE STANDBY LETTER OF CREDIT**

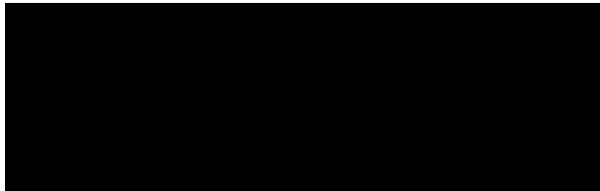
**ISSUER'S NAME & ADDRESS:**

Peoples Bank  
9204 Columbia Avenue  
Munster, IN 46321  
Attention: Commercial Loan Department

**Telephone:** 219-853-7500  
**Email:** prodriguez@ibankpeoples.com

**BENEFICIARY:**

Town of Cedar Lake  
Town Council  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303  
Telephone: 219-374-7000



**APPLICANT**

Beacon Pointe of Cedar Lake, LLC  
8900 Wicker Avenue  
St. John, IN 46373

**SUBDIVISION/DEVELOPMENT AT ISSUE:**

Beacon Pointe West, Unit 7  
Cedar Lake, IN

**Total Amount: \$309,673.13**  
(maximum aggregate amount)

**Issuance Date:** January 27, 2025

**Expiration Date:** January 27, 2026

Ladies and Gentlemen:

**Issuance.** The Issuer hereby establishes, at the request of Applicant and for the account of the Applicant, in favor of the Beneficiary, this Irrevocable Standby Letter of Credit in the Total Amount of:

**\$309,673.13**

**Undertaking.** Issuer undertakes to honor Beneficiary's demand for payment of an amount available under this Credit, upon Beneficiary's presentation of a demand for payment in the form of the attached "**Sight Draft for Irrevocable Standby Letter of Credit Regarding Beacon Pointe West / Unit 7**" marked as **EXHIBIT A** (*hereinafter*, "Sight Draft"), together with the original of this Credit, at Issuer's address stated above, on or before the close of business on the expiration date.

**Original.** The original copy of this Credit shall be presented to and retained by Beneficiary. The original copy of this Credit need not be presented to Issuer as a condition for Beneficiary to receive payment. Retention of the original Credit does not preserve any rights thereunder after the right to demand payment ceases.

**Payment.** Issuer undertakes to make payment to Beneficiary under this Credit within five (5) business days of receipt by Issuer of a properly presented Sight Draft. Beneficiary shall receive payment from Issuer as described in the Sight Draft.

**Partial and Multiple Drawings.** Partial and multiple drawings are permitted under this Credit. The aggregate amount available under this Credit at any time shall be the Total Amount of this Credit, less the aggregate amount of all partial drawings previously paid to Beneficiary at such time.

**Presentation.** Beneficiary may present Sight Drafts for honor to Issuer at Issuer's above-stated address by:

1. Personal delivery to Issuer with an acknowledged duly authorized, signed receipt;
2. Deposit in Certified U.S. Mail, postage prepaid, properly addressed; or
3. Deposit with any third-party commercial carrier for delivery, cost prepaid, properly addressed.

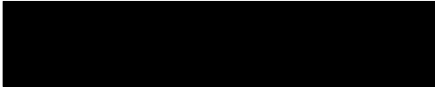
Presentation will be deemed to have occurred upon Issuer's receipt.

**Agreed Reduction of Total Amount.** Issuer will permanently reduce the Total Amount of this Credit upon Beneficiary's presentation, from time to time, of an agreed "**Letter of Credit Reduction Approval for Beacon Pointe West / Unit 7**" in the form attached as **EXHIBIT B**. Beneficiary shall present any such agreed "Letter of Credit Reduction Approvals for Beacon Pointe West / Unit 7", to Issuer at Issuer's address stated above and Issuer shall make reductions as specified in the particular Letter of Credit Reduction Approvals as presented.



**Choice of Law.** This Credit is governed by the laws of the State of Indiana and is issued subject to the International Standby Practices 1998 (ISP98), International Chamber of Commerce Publication No. 590. Any amendments to the terms of this credit must be in writing over authorized signature of an officer of Peoples Bank.

Sincerely,



Paul Rodriguez, VP  
Business Banker

**CERTIFICATION**

The Undersigned hereby certifies under the penalty of perjury that I am the duly authorized Agent of the Issuer of this Credit and have full authority and all required approval to agree to the issuance of this Credit.

SIGNED AND DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025

Sincerely,

ISSUER: PEOPLES BANK

BY:



Paul Rodriguez  
Vice President, Business Banker

**EXHIBIT A**  
**SIGHT DRAFT FOR IRREVOCABLE STANDBY LETTER OF CREDIT**  
**REGARDING BEACON POINTE WEST / UNIT 7**

**DATE:** \_\_\_\_\_

**RE:** \_\_\_\_\_

**APPLICANT:** Beacon Pointe of Cedar Lake, LLC  
8900 Wicker Avenue  
St. John, IN 46373

**ISSUER:** Peoples Bank  
9204 Columbia Avenue  
Munster, Indiana 46321  
Attention: Commercial Loan Department  
Telephone : 219-853-7500  
Email: prodriguez@ibankpeoples.com

**BENEFICIARY:** Town of Cedar Lake  
Town Council  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303

This Sight Draft is a demand for payment presented by the Beneficiary under the above-referenced Letter of Credit for the amount of \$\_\_\_\_\_, which constitutes a full/partial payment of the funds available to the Beneficiary under the Letter of Credit. Under this Sight Draft, the Beneficiary states that:

- (i) The undersigned is authorized to execute this Sight Draft on behalf of the Beneficiary;
- (ii) Applicant is in default of its obligations to adequately construct and complete the infrastructure for the Subdivision, which is the subject of the above-referenced Credit;
- (iii) The above-stated amount of this Sight Draft is the amount currently due to Beneficiary from Applicant; and
- (iv) The proceeds from this Sight Draft will be used to satisfy the above-identified obligations.

Beneficiary requests that the amount demanded hereunder be transferred to the Beneficiary by check, available for collection at the place of presentation, wire transfer to the following bank account of the Beneficiary:

NAME, ADDRESS AND ROUTING NUMBER OF BENEFICIARY'S BANK ACCOUNT  
NAME OF BENEFICIARY'S ACCOUNT, BENEFICIARY'S ACCOUNT NUMBER

TOWN OF CEDAR LAKE \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**EXHIBIT B**  
**LETTER OF CREDIT REDUCTION APPROVAL FOR**  
**BEACON POINTE WEST / UNIT 7**

**DATE:**

**RE: IRREVOCABLE STANDBY LETTER OF CREDIT: (hereinafter, ILOC)**

[REDACTED]  
Date of Issuance: January 27, 2025  
Current Total Amount: \$309,673.13  
Current Expiration Date: January 27, 2026

**ILOC REDUCTION APPROVAL No. :**  
**Total Amount of this ILOC Reduction: \$**  
**Total Amount of ILOC after this Reduction : \$**

**APPLICANT:** Beacon Pointe of Cedar Lake, LLC  
8900 Wicker Avenue  
St. John, IN 46373

**ISSUER:** Peoples Bank  
9204 Columbia Avenue  
Munster, Indiana 46321  
Attention: Commercial Loan Department

**BENEFICIARY:** Town of Cedar Lake  
Town Council  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303

**TOWN ENGINEER:**

The undersigned hereby approve of and incorporate by reference the calculations stated in the attached "Worksheet for Reduction of Total Amount of the ILOC for Beacon Pointe West / Unit 7. Issuer is hereby authorized to reduce the Current Total Amount of the above-referenced ILOC as indicated by the attached Worksheet.

**Per the attached Worksheet, the new "Total Amount" of the ILOC shall now equal: \$**

**Town of Cedar Lake**

\_\_\_\_\_  
**By:**  
**Name:**  
**Title:**

**Beacon Pointe of Cedar Lake, LLC**

\_\_\_\_\_  
**By:**  
**Name:**  
**Title::**



DAVID M. AUSTGEN  
TIMOTHY R. KUIPER\*  
MICHAEL J. JASAITIS\*

RYAN A. DEUTMEYER\*  
JEFF K. WILLIAMS

*et cetera*

DANETTE GARZA†  
DAVID K. RANICH  
DONALD R. O'DELL  
*1924-2013 Deceased*  
MICHAEL L. MUENICH  
*1946-2022 Deceased*



AUSTGEN KUIPER JASAITIS P.C.

ATTORNEYS AT LAW

AMY S. BENJAMIN  
*Paralegal*

SHERRY L. GREEN  
*Office Administrator*

*\*Licensed in IN & IL  
†Also Licensed CPA in IN*

January 29, 2025

VIA E-MAIL ONLY

Mr. Robert Jager



Attn: Mr. Robert Jager

**Re: Cedar Lake/Water-Y2025 Miscellaneous  
Town Y2025 Jager Cedar Street Waterline Extension under Public Roadway,  
and Related**

**Permanent Utility Easement Agreement**

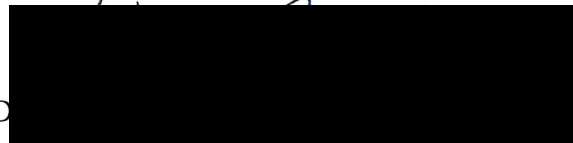
Dear Mr. Jager:

Enclosed for your review and consideration, please find a draft copy of the above-referenced Easement Agreement. Please acknowledge receipt hereof. If there are comments, questions, or revisions, please advise upon receipt.

Thank you. I look to hear from you.

Very truly yours,

AUSTGEN KUIPER JASAITIS P.C.



By: D

DMA/slm

Enclosure: copy of draft Permanent Utility Easement Agreement

cc: Cedar Lake Town Council President  
Cedar Lake Vice-President  
Cedar Lake Town Manager  
File/Staff; DEC & SLM

\*\*Dictated but not read.

## PERMANENT UTILITY EASEMENT AGREEMENT

THIS PERMANENT UTILITY EASEMENT AGREEMENT (hereinafter, "Easement") is made this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between Town of Cedar Lake, Lake County, Indiana, a Municipal Corporation, (hereinafter, the "GRANTOR"), and Robert S. Jager and Lindsey S. Jager, Husband and Wife, (hereinafter, the "GRANTEES"). This Easement is granted hereby for connection and extension to the water supply of the property hereinafter referred to as 13416 Cedar Street, Cedar Lake, Indiana, and referenced hereinafter as the "Primary Estate" ( Parcel #45-15-26-102-001.000-043). No new well may be drilled on Owner Estate as a consequence of spatial constraints prohibiting the operation of modern well drilling equipment on said Owner Estate.

GRANTOR hereby states and represents that the GRANTOR owns and has title to the described parcel of real estate described herein located in Cedar Lake, Lake County, Indiana, and now seeks to grant and convey an Easement to GRANTEES for utility extension, public improvements, and all other related public use purposes over the Real Estate; that the use of the Easement by the GRANTEES shall be solely for the installation, operation, maintenance, repair, and replacement of a private waterline to provide potable water service to the Primary Residential Estate Parcel.

NOW, THEREFORE, for good and valuable consideration, all of which is acknowledged by the Parties hereto, and all other consideration, and hereby convey unto GRANTEES, and its successors and assigns, a Permanent Utility Easement for the purposes described hereinabove, with the right, privilege and authority in GRANTEES, at their own expense, to enter upon, dig, lay, erect, construct, install, reconstruct, operate, maintain, patrol, continue, repair, keep in repair, deepen, replace and renew public utilities and public improvements as shall be hereafter located and constructed in, on, upon, along, under, over and across the Real Estate owned by GRANTOR, and situated in Cedar Lake, Lake County, Indiana, and which is more particularly described as follows, namely:

**Legal Description is attached as Exhibit "A" and is attached to Site Drawing in Exhibit "B"; each of which are incorporated herein  
(Key Nos: 45-15-26-151-004.000-043 & 45-15-26-102-001.000-043)**

The GRANTEES shall have the right, at its expense, to enter along, over and upon the Easement for the public purposes permitted herein, at will, and to make such alterations and improvements therein as may be necessary or useful for such permitted and identified public purposes. To establish water supply, the residence owners will pay for water and electric supply line to be placed under the public right-of-way. This will be accomplished by directionally boring approximately 100 linear feet of 1" blue SDR-9 poly tubing and 1" black SDR-13.5 non pressure pipe electric chase. The bore will go from the new well location (45-15-26-02-001.000-043) to inside the owner's residence (45-15-26-151-004.000-043). The Owner Estate shall be responsible for all costs associated with the installation, maintenance, and repair of the waterline



within the Easement area, purposes, provided that such access shall be conducted in a manner that minimizes disruption to the public right-of-way.

The GRANTEES hereby covenants that in the installation, maintenance or operation of the public utility and public improvements, and appurtenances under, upon, over, and across the Real Estate in which the Easement is hereby granted, it will, at its own expense, restore the area disturbed by its work to as near the original condition as is practicable, and to the express level of restoration by the GRANTOR.

No right of authority is hereby granted unto the GRANTEES, their heirs, personal representatives, successors and assigns, to assign or convey to another or others, this Grant of Permanent Utility Easement Agreement.

The GRANTOR hereby covenants that GRANTOR is the owner in fee simple of the Real Estate, is lawfully seized thereof, and has good right to grant and convey the foregoing Easement herein. The GRANTOR further guarantees the quiet possession hereof and shall warrant and defend GRANTEE'S title to the Permanent Utility Easement against all lawful claims.

This Permanent Utility Easement Agreement shall be binding upon GRANTOR, GRANTOR'S successors, and assigns, and upon all other Parties claiming by, through or under GRANTOR, and the same shall inure to the benefit of the GRANTEES herein, and its successors and assigns.

PUBLIC ACTION: It is expressly stated that this AGREEMENT is entered into after action at a Public Meeting of the Town Council of the Town of Cedar Lake, Lake County, Indiana, a Municipal Corporation, on the \_\_\_ day of \_\_\_\_\_, 2025, wherein by a vote of \_\_\_ in favor, and \_\_\_\_\_ against, the AGREEMENT herein was directed to be made, and the President of the Town Council and the Town Clerk-Treasurer respectively, were directed to execute and attest said AGREEMENT.

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have duly executed this Grant of Permanent Utility Easement Agreement this \_\_\_\_ day of \_\_\_\_\_, 2025.

GRANTOR

TOWN OF CEDAR LAKE, LAKE COUNTY  
INDIANA, a Municipal Corporation

By: \_\_\_\_\_  
Nick Recupito, Town Council President

Attest: \_\_\_\_\_  
Jennifer N. Sandberg, IAMCA, CMC, CPFIM, Clerk-Treasurer

STATE OF INDIANA        )  
  ) SS:  
COUNTY OF LAKE        )

Before me, the undersigned, a Notary Public in and for said County and State, on this \_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared NICK RECUPITO, not individually, but as President of the Town Council of the Town of Cedar Lake, Lake County, Indiana, a Municipal Corporation, as the duly authorized, and JENNIFER SANDBERG, not individually, but as the Clerk-Treasurer of Town of Cedar Lake, Lake County, Indiana, who acknowledged the execution of the foregoing Permanent Utility Easement Agreement as such Officers, in such capacity, for and on behalf of the Town of Cedar Lake, Lake County, Indiana, a Municipal Corporation.

IN WITNESS WHEREOF, I have hereunto subscribed by name and affixed my Official Seal this \_\_\_\_ day of \_\_\_\_\_, 2025.

My Commission Expires: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Notary Public  
Resident of \_\_\_\_\_ County, IN

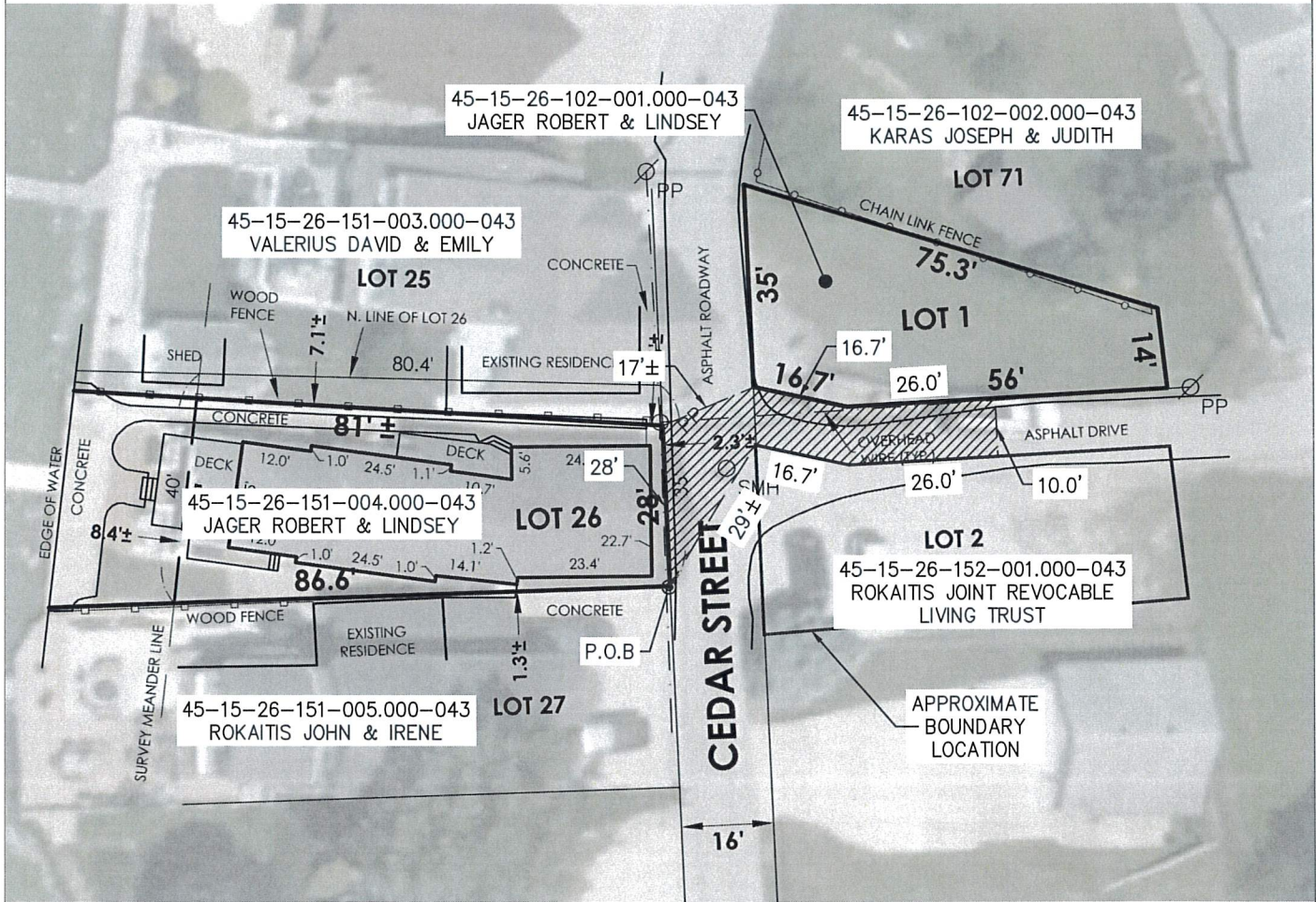




**Jager Easement Description**

A PORTION OF LAND IN CEDAR POINT PARK, IN THE TOWN OF CEDAR LAKE, AS SHOWN IN PLAT BOOK 15, PAGE 5, IN LAKE COUNTY, INDIANA AND THE RESUBDIVISION OF LOTS 1 AND 2, 69 AND 70, 89 THROUGH 91 INCLUSIVE, 160,161,255 TO 377 INCLUSIVE, 382 TO 403 INCLUSIVE, CEDAR POINT PARK, PLAT BOOK 21, PAGE 42, LAKE COUNTY, INDIANA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 26; THENCE NORTH ALONG THE EAST LINE OF SAID LOT 26, 28.0 FEET, MORE OR LESS, TO THE NORTHEAST CORNER OF PARCEL NUMBER 45-15-26-151-004.000-043; THENCE NORTHEASTERLY 17 FEET, MORE OR LESS, TO THE SOUTHWEST CORNER OF SAID LOT 1; THENCE EASTERLY ALONG THE SOUTH LINE OF SAID LOT 1; THENCE CONTINUING EASTERLY ALONG SAID SOUTH LINE 26.0 FEET; THENCE SOUTH 10.0 FEET TO A POINT ON THE NORTH LINE OF SAID LOT 2, SAID POINT BEING 30.0 FEET WEST, ALONG THE NORTH LINE OF SAID LOT 2, FROM THE NORTHEAST CORNER OF SAID LOT 2; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 2, 26.0 FEET; THENCE CONTINUING WESTERLY ALONG SAID NORTH LINE 16.7 FEET TO THE NORTHWEST CORNER OF SAID LOT 2; THENCE SOUTHWESTERLY 29 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.





North



30 15 0 30



SCALE - FEET

**EASEMENT EXHIBIT**

**PARCEL 45-15-26-151-004.000-043**

**PARCEL 45-15-26-102-001.000-043**

**McMAHON**  
ENGINEERS ARCHITECTS

952 South State Road 2  
Valparaiso, Indiana 46385  
Tel: (219) 462-7743 Fax: (219) 464-8248  
mcm@mcmgrp-in.com



February 18, 2025

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

Attention: Town Council

Subject: Award Recommendation  
Shades Subdivision Improvement Project, Phase 2  
(████████████████████)

Dear Council Members:

Below you will find the bid tabulation summary for the Shades Subdivision Improvement Project, Phase 2. The final Engineer’s Estimate for the project was \$1,595,840.80. Bids were received from Milestone Contractors North, Inc., Dyer Construction Company, Inc., Rieth-Riley Construction Company, Inc., and M&J Underground, Inc. as shown below:

**Unit Cost Bids for Project**

<b>Contractors</b>	<b>Bids</b>
Dyer Construction Company, Inc.	\$1,919,220.06
Milestone Contractors North, Inc.	\$1,683,079.60
M&J Underground, Inc.	\$1,591,375.70
Rieth-Riley Construction Company, Inc.	\$1,540,184.18

The Rieth-Riley bid does not appear to include the required preliminary construction schedule. However, we view this as a minor exclusion and recommend waiving the requirement.

The bid tabulation sheet is attached to this letter for your reference. As this appears to be the lowest, responsive, and responsible bid for the project, we recommend that the subject contract be awarded to Rieth-Riley Construction Company, Inc.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'D. C. Oliphant', with a stylized flourish at the end.

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

Encl: Bid Tabulation

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

DCO\  
P:\Cedar Lake\230324 - Shades & Morse WM CO\Shades Phase 2\Bidding\Award\Shades Subdivision, Phase 2 Award 021825.docx

BID TABULATION  
TOWN OF CEDAR LAKE  
SHADES SUBDIVISION IMPROVEMENT PROJECT, PHASE 2  
CHRISTOPHER B. BURKE ENGINEERING, LLC  
2/18/2025

ITEM #	ITEMS	UNIT	QUANTITY	ENGINEER'S ESTIMATE		MILESTONE CONTRACTORS NORTH		DYER CONSTRUCTION COMPANY		RIETH-RILEY CONSTRUCTION COMPANY		M&J UNDERGROUND	
				UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	MOBILIZATION AND DEMOBILIZATION	LS	1	7%	\$ 98,802.55	\$ 84,500.00	\$ 84,500.00	\$ 110,000.00	\$ 110,000.00	\$ 95,500.00	\$ 95,500.00	\$ 67,448.00	\$ 67,448.00
2	CONSTRUCTION ENGINEERING	LS	1	2%	\$ 28,229.30	\$ 11,500.00	\$ 11,500.00	\$ 76,858.60	\$ 76,858.60	\$ 47,660.00	\$ 47,660.00	\$ 20,369.00	\$ 20,369.00
3	CLEARING RIGHT OF WAY	LS	1	3%	\$ 42,343.95	\$ 31,000.00	\$ 31,000.00	\$ 16,996.29	\$ 16,996.29	\$ 13,500.00	\$ 13,500.00	\$ 14,175.00	\$ 14,175.00
4	TREE, REMOVE	EACH	4	\$ 1,000.00	\$ 4,000.00	\$ 1,000.00	\$ 4,000.00	\$ 1,850.00	\$ 7,400.00	\$ 850.00	\$ 3,400.00	\$ 735.00	\$ 2,940.00
5	PCCP, REMOVE	SYS	189	\$ 75.00	\$ 14,175.00	\$ 95.00	\$ 17,955.00	\$ 18.65	\$ 3,524.85	\$ 60.00	\$ 11,340.00	\$ 44.00	\$ 8,316.00
6	PIPE, REMOVE	LFT	130	\$ 25.00	\$ 3,250.00	\$ 40.00	\$ 5,200.00	\$ 24.71	\$ 3,212.30	\$ 40.00	\$ 5,200.00	\$ 20.00	\$ 2,600.00
7	STRUCTURE, REMOVE	EACH	2	\$ 500.00	\$ 1,000.00	\$ 2,500.00	\$ 5,000.00	\$ 645.26	\$ 1,290.52	\$ 2,500.00	\$ 5,000.00	\$ 1,245.00	\$ 2,490.00
8	TREE, PROTECT, UNDISTRIBUTED	EACH	5	\$ 200.00	\$ 1,000.00	\$ 150.00	\$ 750.00	\$ 250.00	\$ 1,250.00	\$ 250.00	\$ 1,250.00	\$ 223.00	\$ 1,115.00
9	EXCAVATION, COMMON	CYS	3,000	\$ 40.00	\$ 120,000.00	\$ 54.00	\$ 162,000.00	\$ 61.40	\$ 184,200.00	\$ 33.00	\$ 99,000.00	\$ 44.00	\$ 132,000.00
10	FENCE, REMOVE AND RESET	LFT	57	\$ 60.00	\$ 3,420.00	\$ 70.00	\$ 3,990.00	\$ 150.00	\$ 8,550.00	\$ 85.00	\$ 4,845.00	\$ 84.00	\$ 4,788.00
11	SIGN AND POST, REMOVE AND RESET	EACH	5	\$ 750.00	\$ 3,750.00	\$ 250.00	\$ 1,250.00	\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00	\$ 560.00	\$ 2,800.00
12	UTILITY VERIFICATION POTHOLING (UNDISTRIBUTED)	EACH	10	\$ 500.00	\$ 5,000.00	\$ 400.00	\$ 4,000.00	\$ 1,053.03	\$ 10,530.30	\$ 400.00	\$ 4,000.00	\$ 550.00	\$ 5,500.00
13	COMPACTED AGG., NO. 2 FOR UNDERCUT (UNDISTRIBUTED)	TON	335	\$ 65.00	\$ 21,775.00	\$ 85.00	\$ 28,475.00	\$ 141.34	\$ 47,348.90	\$ 44.00	\$ 14,740.00	\$ 48.00	\$ 16,080.00
14	COMPACTED AGG., NO. 53 FOR UNDERCUT (UNDISTRIBUTED)	TON	335	\$ 65.00	\$ 21,775.00	\$ 80.00	\$ 26,800.00	\$ 134.76	\$ 45,144.60	\$ 40.00	\$ 13,400.00	\$ 42.00	\$ 14,070.00
15	SILT FENCE	LFT	2,540	\$ 2.50	\$ 6,350.00	\$ 1.50	\$ 3,810.00	\$ 2.50	\$ 6,350.00	\$ 1.50	\$ 3,810.00	\$ 3.20	\$ 8,128.00
16	INLET PROTECTION	EACH	20	\$ 155.00	\$ 3,100.00	\$ 150.00	\$ 3,000.00	\$ 346.62	\$ 6,932.40	\$ 250.00	\$ 5,000.00	\$ 222.00	\$ 4,440.00
17	TEMPORARY SEED MIXTURE	LBS	100	\$ 25.00	\$ 2,500.00	\$ 150.00	\$ 15,000.00	\$ 20.00	\$ 2,000.00	\$ 1.93	\$ 193.00	\$ 32.00	\$ 3,200.00
18	PIPE PROTECTION	EACH	2	\$ 250.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 744.79	\$ 1,489.58	\$ 500.00	\$ 1,000.00	\$ 96.00	\$ 192.00
19	MAINTENANCE OF EROSION CONTROL DEVICES	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 4,600.00	\$ 4,600.00	\$ 2,536.58	\$ 2,536.58	\$ 10,000.00	\$ 10,000.00	\$ 7,125.00	\$ 7,125.00
20	GEOGRID, TYPE 1	SYS	6,350	\$ 5.00	\$ 31,750.00	\$ 2.75	\$ 17,462.50	\$ 2.70	\$ 17,145.00	\$ 1.30	\$ 8,255.00	\$ 6.80	\$ 43,180.00
21	COMPACTED AGGREGATE NO. 53 BASE	TON	3,500	\$ 40.00	\$ 140,000.00	\$ 44.00	\$ 154,000.00	\$ 50.40	\$ 176,400.00	\$ 43.00	\$ 150,500.00	\$ 42.00	\$ 147,000.00
22	MILLING ASPHALT, 2 IN	SYS	4,410	\$ 5.00	\$ 22,050.00	\$ 4.50	\$ 19,845.00	\$ 4.50	\$ 19,845.00	\$ 3.30	\$ 14,553.00	\$ 6.10	\$ 26,901.00
23	HMA PATCHING, TYPE B, UNDISTRIBUTED	TON	150	\$ 110.00	\$ 16,500.00	\$ 185.00	\$ 27,750.00	\$ 374.84	\$ 56,226.00	\$ 155.00	\$ 23,250.00	\$ 109.00	\$ 16,350.00
24	HMA INTERMEDIATE, TYPE B	TON	870	\$ 100.00	\$ 87,000.00	\$ 109.00	\$ 94,830.00	\$ 117.00	\$ 101,790.00	\$ 92.00	\$ 80,040.00	\$ 98.00	\$ 85,260.00
25	HMA SURFACE, TYPE B	TON	940	\$ 110.00	\$ 103,400.00	\$ 117.00	\$ 109,980.00	\$ 109.00	\$ 102,460.00	\$ 98.00	\$ 92,120.00	\$ 105.00	\$ 98,700.00
26	ASPHALT FOR TACK COAT	SYS	9,400	\$ 0.60	\$ 5,640.00	\$ 0.50	\$ 4,700.00	\$ 0.50	\$ 4,700.00	\$ 1.00	\$ 9,400.00	\$ 1.10	\$ 10,340.00
27	RESTORATION, TYPE I (TOPSOIL, SEEDING, & ECB)	SYS	2,875	\$ 25.00	\$ 71,875.00	\$ 12.50	\$ 35,937.50	\$ 20.44	\$ 58,765.00	\$ 12.50	\$ 35,937.50	\$ 10.00	\$ 28,750.00
28	RESTORATION, TYPE II (TOPSOIL, SEEDING, & TRM)	SYS	135	\$ 35.00	\$ 4,725.00	\$ 24.00	\$ 3,240.00	\$ 25.20	\$ 3,402.00	\$ 22.87	\$ 3,087.45	\$ 12.00	\$ 1,620.00
29	SWALE GRADING, UNDISTRIBUTED	LFT	250	\$ 25.00	\$ 6,250.00	\$ 33.00	\$ 8,250.00	\$ 42.90	\$ 10,725.00	\$ 20.00	\$ 5,000.00	\$ 28.00	\$ 7,000.00
30	PLANT, DECIDUOUS TREE, 3.5 IN, UNDISTRIBUTED	EACH	5	\$ 1,500.00	\$ 7,500.00	\$ 1,000.00	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00	\$ 929.00	\$ 4,645.00
31	CONCRETE, SIDEWALK, 4 IN	SYS	4	\$ 300.00	\$ 1,200.00	\$ 177.00	\$ 708.00	\$ 86.34	\$ 345.36	\$ 83.00	\$ 332.00	\$ 345.00	\$ 1,380.00
32	CURB AND GUTTER, CONCRETE, ROLL CURB	LFT	5,540	\$ 30.00	\$ 166,200.00	\$ 39.00	\$ 216,060.00	\$ 30.63	\$ 169,690.20	\$ 25.00	\$ 138,500.00	\$ 40.00	\$ 221,600.00
33	PCCP SHOULDER, 9 IN	LFT	547	\$ 35.00	\$ 19,145.00	\$ 37.00	\$ 20,239.00	\$ 23.50	\$ 12,854.50	\$ 25.00	\$ 13,675.00	\$ 32.00	\$ 17,504.00
34	HMA FOR APPROACHES, TYPE B	SYS	611	\$ 55.00	\$ 33,605.00	\$ 74.00	\$ 45,214.00	\$ 89.73	\$ 54,825.03	\$ 168.00	\$ 102,648.00	\$ 180.00	\$ 109,980.00
35	PCCP FOR APPROACHES, 6 IN	SYS	161	\$ 125.00	\$ 20,125.00	\$ 114.00	\$ 18,354.00	\$ 97.15	\$ 15,641.15	\$ 84.10	\$ 13,540.10	\$ 106.00	\$ 17,066.00
36	COMPACTED AGGREGATE FOR APPROACHES, 6 IN	TON	6	\$ 80.00	\$ 480.00	\$ 194.00	\$ 1,164.00	\$ 110.67	\$ 664.02	\$ 152.00	\$ 912.00	\$ 144.00	\$ 864.00
37	RIPRAP, REVEMENT	SYS	75	\$ 85.00	\$ 6,375.00	\$ 165.00	\$ 12,375.00	\$ 107.84	\$ 8,088.00	\$ 165.00	\$ 12,375.00	\$ 93.00	\$ 6,975.00
38	MAILBOX ASSEMBLY, REMOVE AND RESET, UNDISTRIBUTED	EACH	33	\$ 550.00	\$ 18,150.00	\$ 400.00	\$ 13,200.00	\$ 337.79	\$ 11,147.07	\$ 1,000.00	\$ 33,000.00	\$ 268.00	\$ 8,844.00
39	CASTING, FURNISH AND ADJUST TO GRADE	EACH	9	\$ 1,250.00	\$ 11,250.00	\$ 1,600.00	\$ 14,400.00	\$ 2,043.38	\$ 18,390.42	\$ 1,600.00	\$ 14,400.00	\$ 1,019.00	\$ 9,171.00
40	STRUCTURE BACKFILL, TYPE 1	CYS	670	\$ 45.00	\$ 30,150.00	\$ 35.00	\$ 23,450.00	\$ 52.24	\$ 35,000.80	\$ 35.00	\$ 23,450.00	\$ 48.00	\$ 32,160.00
41	PIPE, TYPE 2, 4 IN, UNDISTRIBUTED	LFT	100	\$ 50.00	\$ 5,000.00	\$ 18.00	\$ 1,800.00	\$ 98.12	\$ 9,812.00	\$ 18.00	\$ 1,800.00	\$ 47.00	\$ 4,700.00
42	PIPE, TYPE 2, 6 IN, UNDISTRIBUTED	LFT	50	\$ 60.00	\$ 3,000.00	\$ 25.00	\$ 1,250.00	\$ 105.15	\$ 5,257.50	\$ 25.00	\$ 1,250.00	\$ 51.00	\$ 2,550.00
43	PIPE, TYPE 2, DIP, 12 IN	LFT	55	\$ 125.00	\$ 6,875.00	\$ 190.00	\$ 10,450.00	\$ 178.74	\$ 9,830.70	\$ 190.00	\$ 10,450.00	\$ 196.00	\$ 10,780.00
44	PIPE, TYPE 2, CONCRETE, 12 IN	LFT	590	\$ 90.00	\$ 53,100.00	\$ 104.00	\$ 61,360.00	\$ 111.53	\$ 65,802.70	\$ 104.00	\$ 61,360.00	\$ 94.00	\$ 55,460.00
45	PIPE, TYPE 2, CONCRETE, 18 IN	LFT	726	\$ 115.00	\$ 83,490.00	\$ 135.00	\$ 98,010.00	\$ 164.98	\$ 119,775.48	\$ 135.00	\$ 98,010.00	\$ 136.00	\$ 98,736.00
46	PIPE, TYPE 2, CONCRETE, 24 IN	LFT	308	\$ 125.00	\$ 38,500.00	\$ 148.00	\$ 45,584.00	\$ 180.10	\$ 55,470.80	\$ 148.00	\$ 45,584.00	\$ 151.00	\$ 46,508.00
47	PIPE, TYPE 4, PERFORATED PVC, 6 IN UNDERDRAIN	LFT	400	\$ 50.00	\$ 20,000.00	\$ 65.00	\$ 26,000.00	\$ 55.25	\$ 22,100.00	\$ 65.00	\$ 26,000.00	\$ 66.00	\$ 26,400.00
48	FLARED END SECTION, 12 IN W/ GRATE	EACH	4	\$ 2,000.00	\$ 8,000.00	\$ 2,000.00	\$ 8,000.00	\$ 1,954.55	\$ 7,818.20	\$ 2,000.00	\$ 8,000.00	\$ 1,403.00	\$ 5,612.00
49	FLARED END SECTION, 18 IN W/ GRATE	EACH	1	\$ 2,500.00	\$ 2,500.00	\$ 2,200.00	\$ 2,200.00	\$ 2,430.35	\$ 2,430.35	\$ 2,200.00	\$ 2,200.00	\$ 1,697.00	\$ 1,697.00
50	FLARED END SECTION, 24 IN W/ GRATE	EACH	2	\$ 3,500.00	\$ 7,000.00	\$ 2,800.00	\$ 5,600.00	\$ 2,866.09	\$ 5,732.18	\$ 2,800.00	\$ 5,600.00	\$ 2,686.00	\$ 5,372.00
51	INLET, TYPE I	EACH	8	\$ 3,250.00	\$ 26,000.00	\$ 2,500.00	\$ 20,000.00	\$ 3,485.81	\$ 27,886.48	\$ 2,500.00	\$ 20,000.00	\$ 2,298.00	\$ 18,384.00
52	STORM SEWER MANHOLE, TYPE II, 48 IN DIA	EACH	11	\$ 4,000.00	\$ 44,000.00	\$ 4,900.00	\$ 53,900.00	\$ 4,684.74	\$ 51,532.14	\$ 4,900.00	\$ 53,900.00	\$ 4,604.00	\$ 50,644.00
53	STORM SEWER MANHOLE, TYPE II, 60 IN DIA	EACH	2	\$ 6,000.00	\$ 12,000.00	\$ 7,200.00	\$ 14,400.00	\$ 6,447.61	\$ 12,895.22	\$ 7,200.00	\$ 14,400.00	\$ 6,278.00	\$ 12,556.00
54	STORM SEWER MANHOLE, TYPE II, 96 IN DIA	EACH	1	\$ 10,000.00	\$ 10,000.00	\$ 14,000.00	\$ 14,000.00	\$ 16,673.04	\$ 16,673.04	\$ 14,000.00	\$ 14,000.00	\$ 14,972.00	\$ 14,972.00
55	SANITARY SERVICE CONNECTION, TYPE 1, (UNDISTRIBUTED)	EACH	10	\$ 2,000.00	\$ 20,000.00	\$ 1,100.00	\$ 11,000.00	\$ 2,640.37	\$ 26,403.70	\$ 1,100.00	\$ 11,000.00	\$ 135.00	\$ 1,350.00
56	SANITARY SERVICE CONNECTION, TYPE 2, (UNDISTRIBUTED)	EACH	10	\$ 2,500.00	\$ 25,000.00	\$ 1,500.00	\$ 15,000.00	\$ 3,404.35	\$ 34,043.50	\$ 1,500.00	\$ 15,000.00	\$ 857.00	\$ 8,570.00
57	THERMOPLASTIC, SOLID WHITE, 4 IN, RECESSED	LFT	2,865	\$ 3.00	\$ 8,595.00	\$ 1.70	\$ 4,870.50	\$ 1.70	\$ 4,870.50	\$ 1.81	\$ 5,185.65	\$ 1.90	\$ 5,443.50
58	THERMOPLASTIC, SOLID YELLOW, 4 IN, RECESSED	LFT	2,640	\$ 3.00	\$ 7,920.00	\$ 1.70	\$ 4,488.00	\$ 1.70	\$ 4,488.00	\$ 1.81	\$ 4,778.40	\$ 1.90	\$ 5,016.00
59	TRANSVERSE MARKING, THERMOPLASTIC, STOP BAR, WHITE, 24 IN	LFT	26	\$ 20.00	\$ 520.00	\$ 6.85	\$ 178.10	\$ 6.85	\$ 178.10	\$ 13.58	\$ 353.08	\$ 7.70	\$ 200.20
60	TRAFFIC CONTROL	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 25,000.00	\$ 25,000.00	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 3,359.00	\$ 3,359.00
<b>TOTAL</b>					\$ 1,595,840.80	\$ 1,683,079.60	\$ 1,919,220.06	\$ 1,540,184.18	\$ 1,591,375.70				

Lowest Bid

---

## Action Requested - Notice to Abate for Grass/Weeds Citation

---

**From** Sarah Moore <sarah.moore@cedarlakein.org>

**Date** Tue 2/4/2025 1:03 PM

**To** Nick Recupito <nick.recupito@cedarlakein.org>; Jeff Bunge <jeff.bunge@cedarlakein.org>; Jennifer Sandberg <jennifer.sandberg@cedarlakein.org>

**Cc** Carl Brittingham <carl.brittingham@cedarlakein.org>; Jamie Badanish <jamie.badanish@cedarlakein.org>

 2 attachments (2 MB)

Deutmeyer Legal Opinion of Public Notice.pdf; 2024\_Q2\_Newsletter.pdf;

Good afternoon all:

I placed a reminder on my calendar that in Feb we notify the Town Manager/Town Council to post the Notice to Abate for Grass/Weeds Citations. Normally this notice takes place in March, so I flagged it in February to give us enough time to coordinate and post it.

Last year, when Margaret was the Admin in the Town Manager office, she sent the attached. It was noted that it was the opinion of Attorney Deutmeyer that by statute, we do not need to notice it, however a courtesy reminder could be made. This was common practice in the past. I don't have anything showing if it was noted as posting the notice or not. In reviewing the 2024 Town Council minutes (from February through May), it does not appear that this notice was completed/discussed at the Town Council meeting, but the 2<sup>nd</sup> Quarter Newsletter looks like it contained the notice (see attached).

After speaking with Chief Brittingham, he agrees that this should be noticed (please reference Chapter 93 in Town Code). Can this please be placed on the Town Council agenda for the next meeting (Feb 18) for consideration & published in the 2<sup>nd</sup> quarter newsletter?

Please advise. Thanks,



*Sarah Moore*

Administrative Assistant to the Chief of Police

**Phone:** 219-374-5416 Ext 111

**Address:** 7408 Constitution Ave | PO Box 305  
Cedar Lake, IN 46303

**Website:** [www.cedarlakein.org](http://www.cedarlakein.org)

---

**From:** Margaret Abernathy <margaret.abernathy@cedarlakein.org>

**Sent:** Thursday, February 22, 2024 1:17 PM

**To:** Bill Fisher <bill.fisher@cedarlakein.org>; Sarah Moore <sarah.moore@cedarlakein.org>; Jennifer Sandberg <jennifer.sandberg@cedarlakein.org>; Jeff Bunge <jeff.bunge@cedarlakein.org>; Nick Recupito <nick.recupito@cedarlakein.org>

**Cc:** Jamie Badanish <jamie.badanish@cedarlakein.org>

**Subject:** RE: Action Requested - Notice to Abate for Grass/Weeds Citation



I had made a PDF copy of this email with last year's Notice of Abatement so I would be able to find it in subsequent years.



Margaret Abernathy  
Administrative Assistant to the Town Manager  
Telephone: (219)374-7400 x 127  
7408 Constitution Avenue | PO Box 707  
Cedar Lake, IN 46303  
Website: [www.cedarlakein.org](http://www.cedarlakein.org)

**From:** Bill Fisher <[bill.fisher@cedarlakein.org](mailto:bill.fisher@cedarlakein.org)>  
**Sent:** Wednesday, January 31, 2024 4:18 PM  
**To:** Margaret Abernathy <[margaret.abernathy@cedarlakein.org](mailto:margaret.abernathy@cedarlakein.org)>; Sarah Moore <[sarah.moore@cedarlakein.org](mailto:sarah.moore@cedarlakein.org)>; Jennifer Sandberg <[jennifer.sandberg@cedarlakein.org](mailto:jennifer.sandberg@cedarlakein.org)>; Jeff Bunge <[jeff.bunge@cedarlakein.org](mailto:jeff.bunge@cedarlakein.org)>; Nick Recupito <[nick.recupito@cedarlakein.org](mailto:nick.recupito@cedarlakein.org)>  
**Cc:** Jamie Badanish <[jamie.badanish@cedarlakein.org](mailto:jamie.badanish@cedarlakein.org)>  
**Subject:** Re: Action Requested - Notice to Abate for Grass/Weeds Citation

I'm not sure you may have said that. This is something that we have had to post yearly so that the ordinance is enforceable.

Chief Fisher

---

**From:** Margaret Abernathy <[margaret.abernathy@cedarlakein.org](mailto:margaret.abernathy@cedarlakein.org)>  
**Sent:** Wednesday, January 31, 2024 1:33:31 PM  
**To:** Sarah Moore <[sarah.moore@cedarlakein.org](mailto:sarah.moore@cedarlakein.org)>; Jennifer Sandberg <[jennifer.sandberg@cedarlakein.org](mailto:jennifer.sandberg@cedarlakein.org)>; Jeff Bunge <[jeff.bunge@cedarlakein.org](mailto:jeff.bunge@cedarlakein.org)>; Nick Recupito <[nick.recupito@cedarlakein.org](mailto:nick.recupito@cedarlakein.org)>  
**Cc:** Jamie Badanish <[jamie.badanish@cedarlakein.org](mailto:jamie.badanish@cedarlakein.org)>; Bill Fisher <[bill.fisher@cedarlakein.org](mailto:bill.fisher@cedarlakein.org)>  
**Subject:** RE: Action Requested - Notice to Abate for Grass/Weeds Citation

If my memory is serving me correctly, someone told us we didn't need to do it annually because it is codified after we had already noticed and posted it last year. I will do some digging to see if I can find an email, if it was an email, or through old messages to see if I have something there. If not, I will get it done.



Margaret Abernathy  
Administrative Assistant to the Town Manager  
Telephone: (219)374-7400 x 127  
7408 Constitution Avenue | PO Box 707  
Cedar Lake, IN 46303  
Website: [www.cedarlakein.org](http://www.cedarlakein.org)

**From:** Sarah Moore <[sarah.moore@cedarlakein.org](mailto:sarah.moore@cedarlakein.org)>  
**Sent:** Wednesday, January 31, 2024 9:06 AM  
**To:** Jennifer Sandberg <[jennifer.sandberg@cedarlakein.org](mailto:jennifer.sandberg@cedarlakein.org)>; Jeff Bunge <[jeff.bunge@cedarlakein.org](mailto:jeff.bunge@cedarlakein.org)>; Nick Recupito <[nick.recupito@cedarlakein.org](mailto:nick.recupito@cedarlakein.org)>  
**Cc:** Jamie Badanish <[jamie.badanish@cedarlakein.org](mailto:jamie.badanish@cedarlakein.org)>; Margaret Abernathy <[margaret.abernathy@cedarlakein.org](mailto:margaret.abernathy@cedarlakein.org)>; Bill Fisher <[bill.fisher@cedarlakein.org](mailto:bill.fisher@cedarlakein.org)>  
**Subject:** Action Requested - Notice to Abate for Grass/Weeds Citation  
**Importance:** High

Good morning all:

I placed a reminder on my calendar that in Feb we notify the Town Manager/Town Council to post the Notice to Abate for Grass/Weeds Citations.



Normally this notice takes place in March, so I flagged it in February to give us enough time to coordinate and post it.

Let us know if you need anything from PD.



*Sarah Moore*

Administrative Assistant to the Chief of Police

**Phone:** 219-374-5416 Ext 111

**Address:** 7408 Constitution Ave | PO Box 305

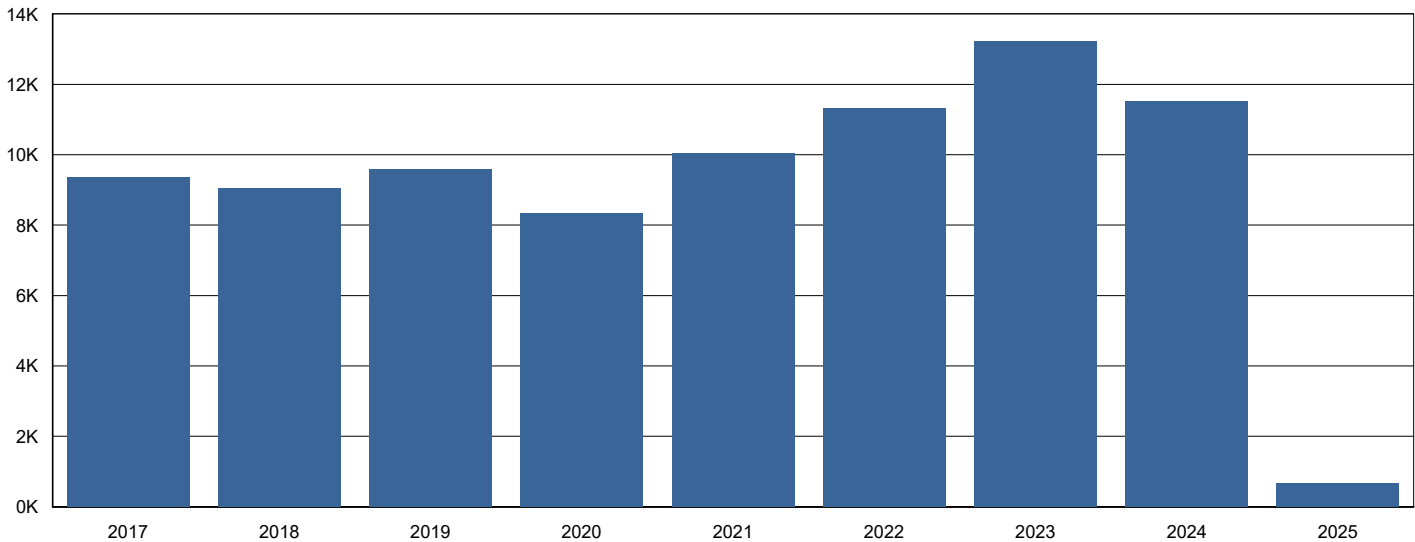
Cedar Lake, IN 46303

**Website:** [www.cedarlakein.org](http://www.cedarlakein.org)

# Cedar Lake Police Department

## Calls for Service Analysis

1/1/2017 to 1/31/2025



	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Jan</b>	768	600	672	765	745	859	1,248	917	655
<b>Feb</b>	801	582	782	733	692	685	1,145	1,072	
<b>Mar</b>	797	633	825	602	956	926	1,186	1,099	
<b>Apr</b>	808	652	891	350	835	844	1,209	1,050	
<b>May</b>	867	837	838	723	850	1,104	1,071	1,180	
<b>Jun</b>	862	846	821	763	940	946	1,255	1,169	
<b>Jul</b>	843	933	842	806	956	1,006	1,087	1,043	
<b>Aug</b>	800	837	901	888	877	1,060	1,091	1,001	
<b>Sep</b>	807	828	826	728	782	974	945	819	
<b>Oct</b>	666	860	742	682	829	977	1,060	895	
<b>Nov</b>	703	744	743	642	743	917	970	663	
<b>Dec</b>	645	705	710	641	818	1,020	954	597	
<b>Total</b>	<b>9,367</b>	<b>9,057</b>	<b>9,593</b>	<b>8,323</b>	<b>10,023</b>	<b>11,318</b>	<b>13,221</b>	<b>11,505</b>	<b>655</b>

Calls Per Day: 21.13

# Cedar Lake Police Department

## Traffic Stop Analysis

1/1/2017 to 1/31/2025



	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Jan</b>	353	180	260	321	351	389	738	400	264
<b>Feb</b>	400	161	331	300	285	257	651	559	
<b>Mar</b>	372	225	380	190	460	373	632	601	
<b>Apr</b>	266	229	415	21	376	324	534	509	
<b>May</b>	277	250	345	119	318	418	435	565	
<b>Jun</b>	269	260	345	182	318	283	576	508	
<b>Jul</b>	245	292	371	285	372	359	476	353	
<b>Aug</b>	249	236	366	303	364	421	479	362	
<b>Sep</b>	284	286	259	212	281	378	430	236	
<b>Oct</b>	191	302	285	182	348	417	471	287	
<b>Nov</b>	257	280	329	172	320	397	519	203	
<b>Dec</b>	186	269	317	203	357	474	415	179	
<b>Total</b>	<b>3,349</b>	<b>2,970</b>	<b>4,003</b>	<b>2,490</b>	<b>4,150</b>	<b>4,490</b>	<b>6,356</b>	<b>4,762</b>	<b>264</b>

# Cedar Lake Police Department

## Warning Analysis

1/1/2017 to 1/31/2025



	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Jan</b>	215	105	202	275	291	305	752	400	226
<b>Feb</b>	236	99	299	253	235	236	694	539	
<b>Mar</b>	221	125	343	154	395	396	729	538	
<b>Apr</b>	195	148	376	15	323	301	542	455	
<b>May</b>	210	225	289	112	263	461	452	503	
<b>Jun</b>	211	191	309	136	273	334	635	529	
<b>Jul</b>	166	271	316	234	338	356	504	338	
<b>Aug</b>	173	220	313	218	270	438	498	327	
<b>Sep</b>	182	228	223	188	205	433	448	220	
<b>Oct</b>	128	322	222	154	265	419	490	257	
<b>Nov</b>	161	243	260	182	258	404	506	174	
<b>Dec</b>	115	193	272	180	251	465	437	145	
<b>Total</b>	<b>2,213</b>	<b>2,370</b>	<b>3,424</b>	<b>2,101</b>	<b>3,367</b>	<b>4,548</b>	<b>6,687</b>	<b>4,425</b>	<b>226</b>

# Cedar Lake Police Department

## Citation Analysis

1/1/2017 to 1/31/2025



	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Jan</b>	136	92	120	207	169	165	190	119	95
<b>Feb</b>	200	80	148	148	156	103	203	162	
<b>Mar</b>	187	108	120	122	215	164	207	189	
<b>Apr</b>	142	123	102	38	126	152	209	191	
<b>May</b>	148	122	98	74	144	159	159	228	
<b>Jun</b>	164	122	107	140	156	167	189	206	
<b>Jul</b>	147	118	112	156	163	213	148	161	
<b>Aug</b>	113	83	112	193	123	229	174	199	
<b>Sep</b>	91	97	106	137	147	166	119	124	
<b>Oct</b>	85	87	113	110	147	140	147	119	
<b>Nov</b>	84	92	92	107	129	117	162	94	
<b>Dec</b>	94	93	111	85	117	147	101	75	
<b>Total</b>	<b>1,591</b>	<b>1,217</b>	<b>1,341</b>	<b>1,517</b>	<b>1,792</b>	<b>1,922</b>	<b>2,008</b>	<b>1,867</b>	<b>95</b>

# Cedar Lake Police Department

## Law Incident Analysis

1/1/2017 to 1/31/2025



	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Jan</b>	440	459	433	499	459	501	511	539	403
<b>Feb</b>	404	451	484	454	460	432	502	492	
<b>Mar</b>	443	461	461	427	522	546	549	547	
<b>Apr</b>	564	471	512	334	507	501	646	529	
<b>May</b>	629	624	518	642	556	674	629	694	
<b>Jun</b>	628	644	505	625	663	659	699	679	
<b>Jul</b>	659	682	510	575	652	630	660	696	
<b>Aug</b>	614	656	572	633	554	636	628	648	
<b>Sep</b>	573	575	602	573	525	578	553	596	
<b>Oct</b>	511	594	476	562	499	539	604	615	
<b>Nov</b>	488	507	444	495	429	514	495	468	
<b>Dec</b>	488	455	420	460	481	545	537	416	
<b>Total</b>	<b>6,441</b>	<b>6,579</b>	<b>5,937</b>	<b>6,279</b>	<b>6,307</b>	<b>6,755</b>	<b>7,013</b>	<b>6,919</b>	<b>403</b>

# Cedar Lake Police Department

## Arrest Analysis

1/1/2017 to 1/31/2025



	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Jan</b>	35	21	28	40	32	29	26	33	11
<b>Feb</b>	17	8	37	22	29	28	29	29	
<b>Mar</b>	14	20	26	10	27	31	26	27	
<b>Apr</b>	21	31	31	7	13	31	28	25	
<b>May</b>	33	39	26	24	30	25	22	27	
<b>Jun</b>	25	28	38	25	36	27	40	18	
<b>Jul</b>	21	26	25	23	26	27	27	17	
<b>Aug</b>	30	40	43	25	16	24	21	34	
<b>Sep</b>	19	34	22	31	28	19	25	22	
<b>Oct</b>	26	34	23	27	32	38	10	22	
<b>Nov</b>	24	19	20	23	19	18	20	15	
<b>Dec</b>	24	16	18	10	20	27	21	20	
<b>Total</b>	<b>289</b>	<b>316</b>	<b>337</b>	<b>267</b>	<b>308</b>	<b>324</b>	<b>295</b>	<b>289</b>	<b>11</b>

# Cedar Lake Police Department

## Arrest Offense Analysis

1/1/2017 to 1/31/2025



	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Jan</b>	58	26	62	71	51	49	42	51	13
<b>Feb</b>	26	15	71	37	59	46	50	57	
<b>Mar</b>	25	35	52	18	42	69	47	37	
<b>Apr</b>	40	45	45	16	21	54	46	37	
<b>May</b>	52	63	37	31	51	45	32	40	
<b>Jun</b>	35	43	62	41	68	45	62	31	
<b>Jul</b>	34	35	42	42	46	58	37	30	
<b>Aug</b>	50	49	70	44	28	48	46	46	
<b>Sep</b>	35	46	38	55	61	34	34	29	
<b>Oct</b>	40	55	33	61	63	63	12	30	
<b>Nov</b>	33	31	35	40	34	39	46	17	
<b>Dec</b>	35	19	32	21	30	59	31	27	
<b>Total</b>	<b>463</b>	<b>462</b>	<b>579</b>	<b>477</b>	<b>554</b>	<b>609</b>	<b>485</b>	<b>432</b>	<b>13</b>



**Cedar Lake Police Department**

**Town Ordinance Warnings**

1/1/2025 to 1/31/25

Grouped by Offense

	<b>Jan</b>	<b>Total</b>
<i>Aband Vehicle on Roadway</i>	3	<b>3</b>
<i>Abandoned Vehicle</i>	8	<b>8</b>
<i>OBSTRUCTION OF DRIVERS VIEW</i>	1	<b>1</b>
<i>Unauthorized Accumulation</i>	1	<b>1</b>
<b>Total</b>	<b>13</b>	<b>13</b>

# Cedar Lake Police Department

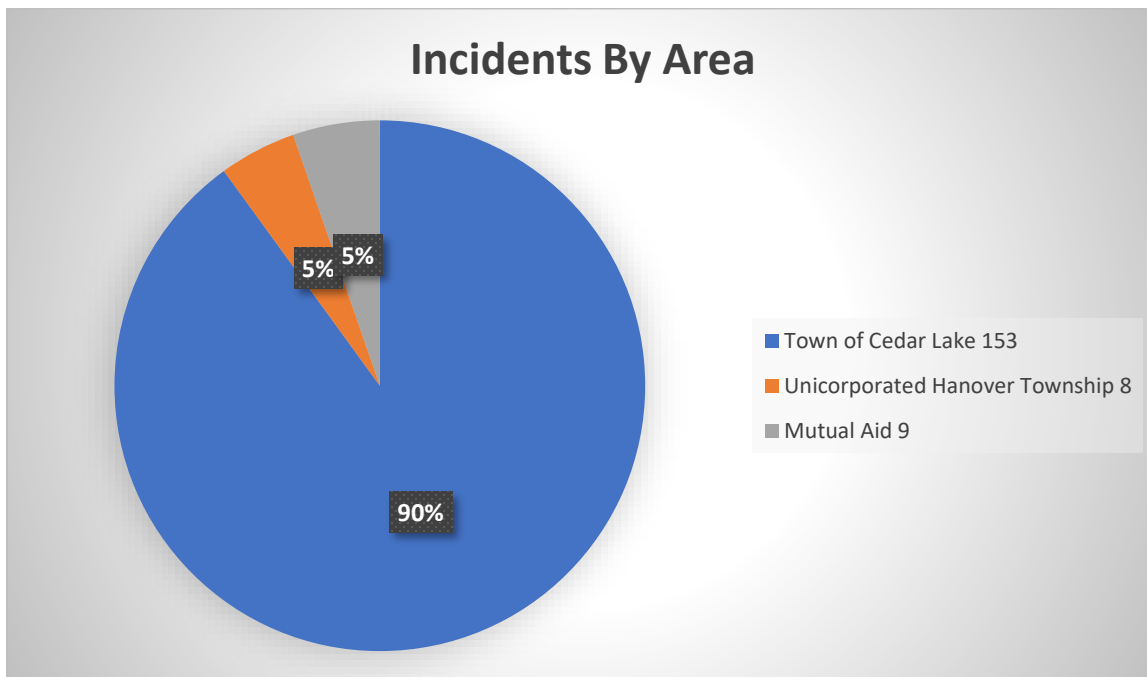
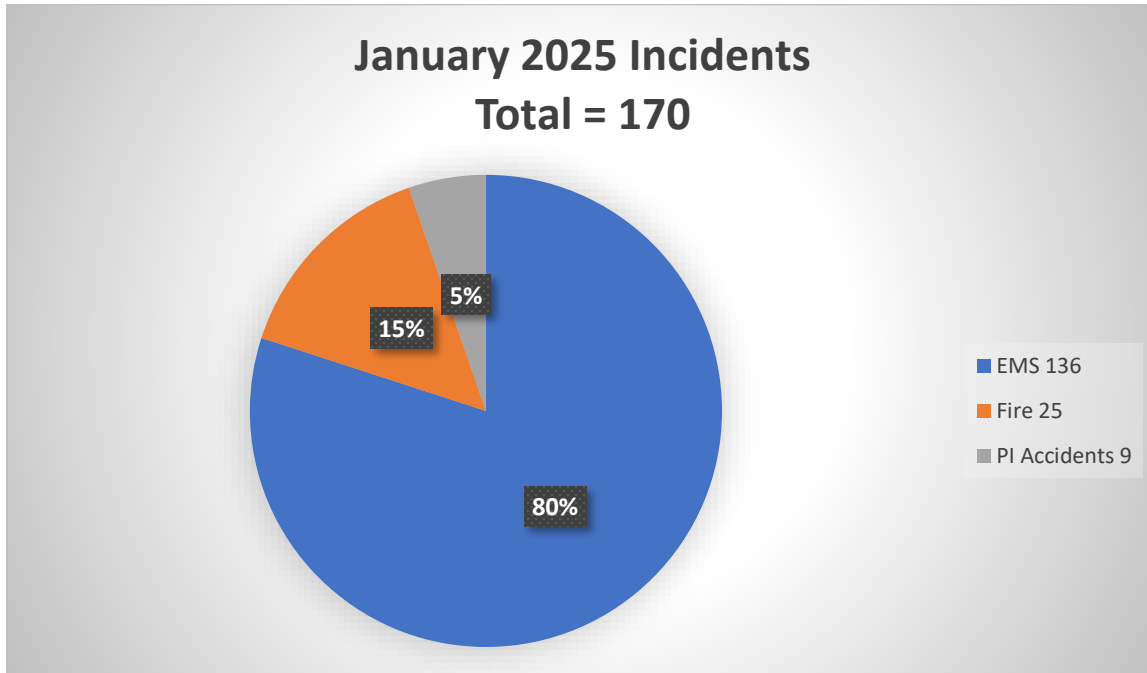
## Town Ordinance Citations

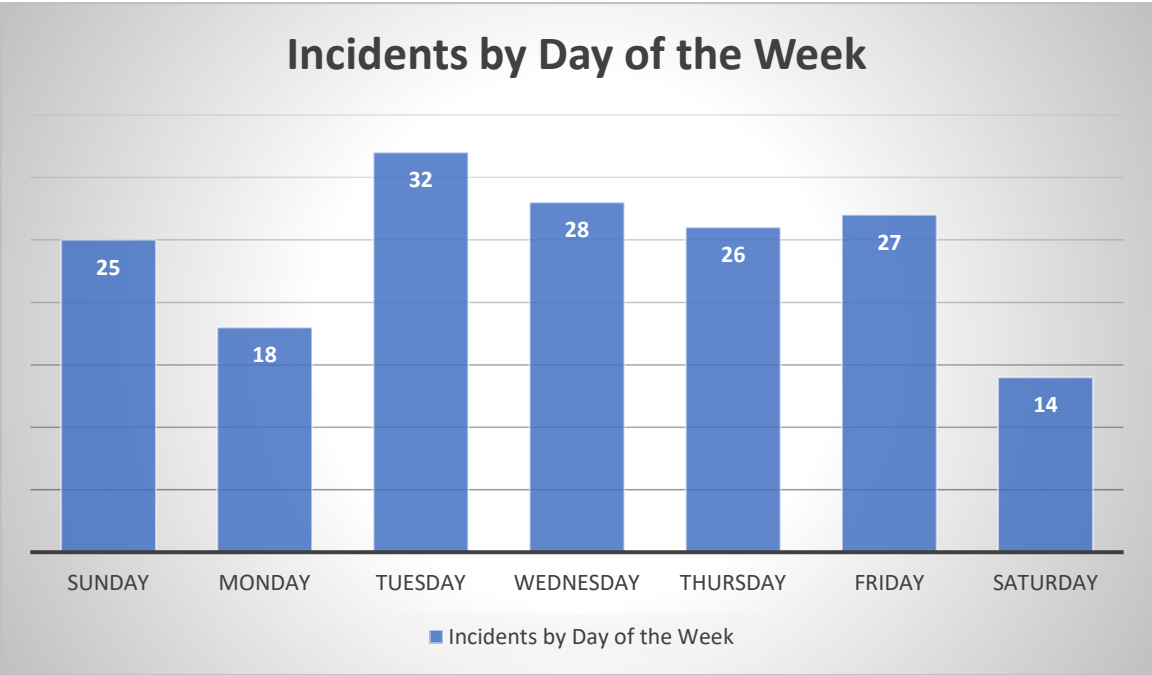
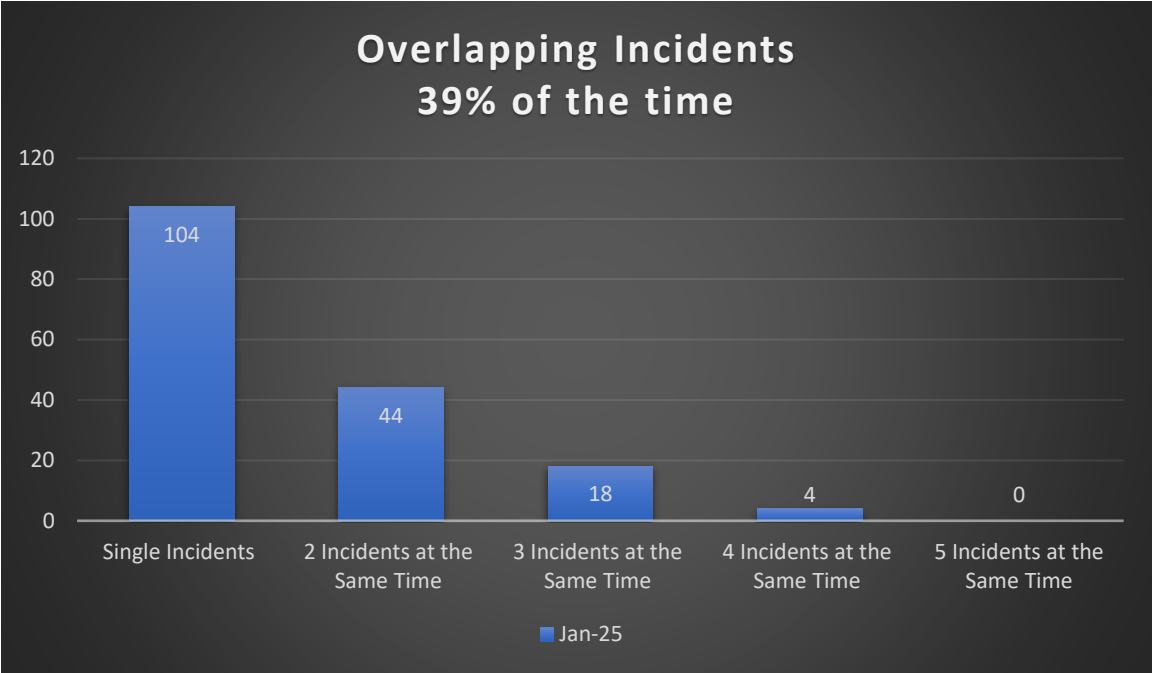
1/1/2025 to 1/31/2025

Grouped by Offense

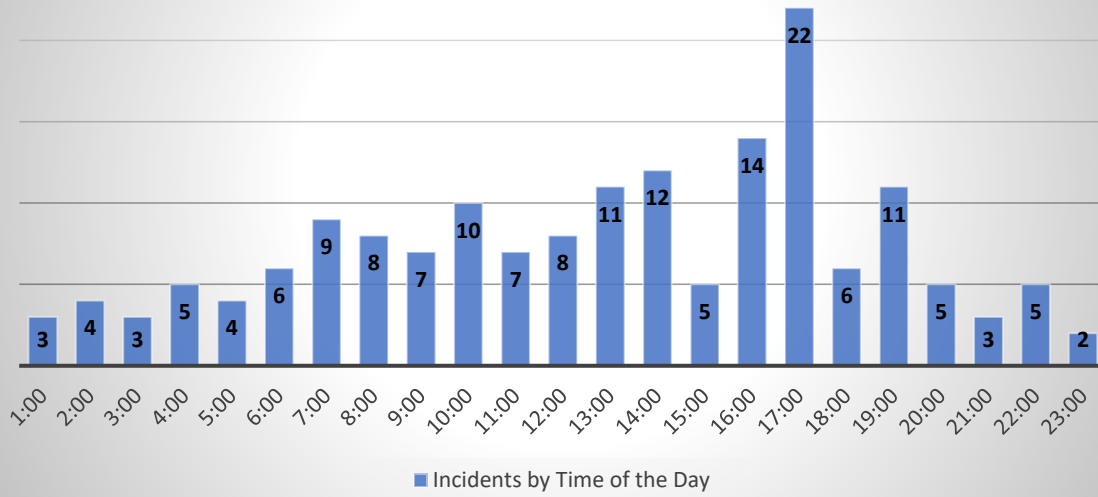
	Jan	Total
<i>Aband Vehicle on Roadway</i>	1	<b>1</b>
<i>Abandoned Vehicle</i>	24	<b>24</b>
<i>House Numbers</i>	1	<b>1</b>
<i>NUISANCES - ACCUMULATION</i>	7	<b>7</b>
<i>Scattering of Refuse</i>	2	<b>2</b>
Total	35	<b>35</b>

# January 2025 Operations Report

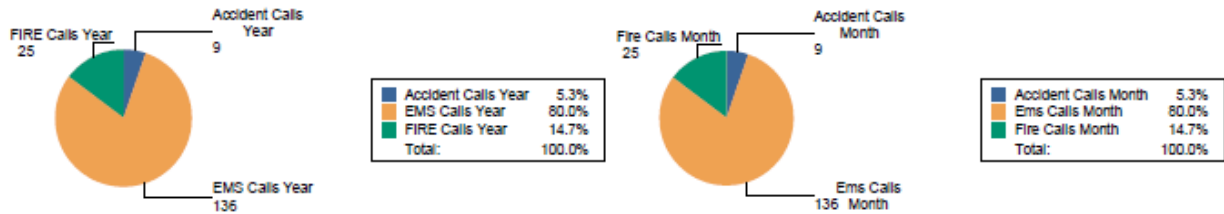




## Incidents by Time of the Day



## Cedar Lake Fire Department Monthly Summary Report 1/1/2025 to 1/31/2025



Average Daily Calls for Service: 5.67

### Yearly Totals

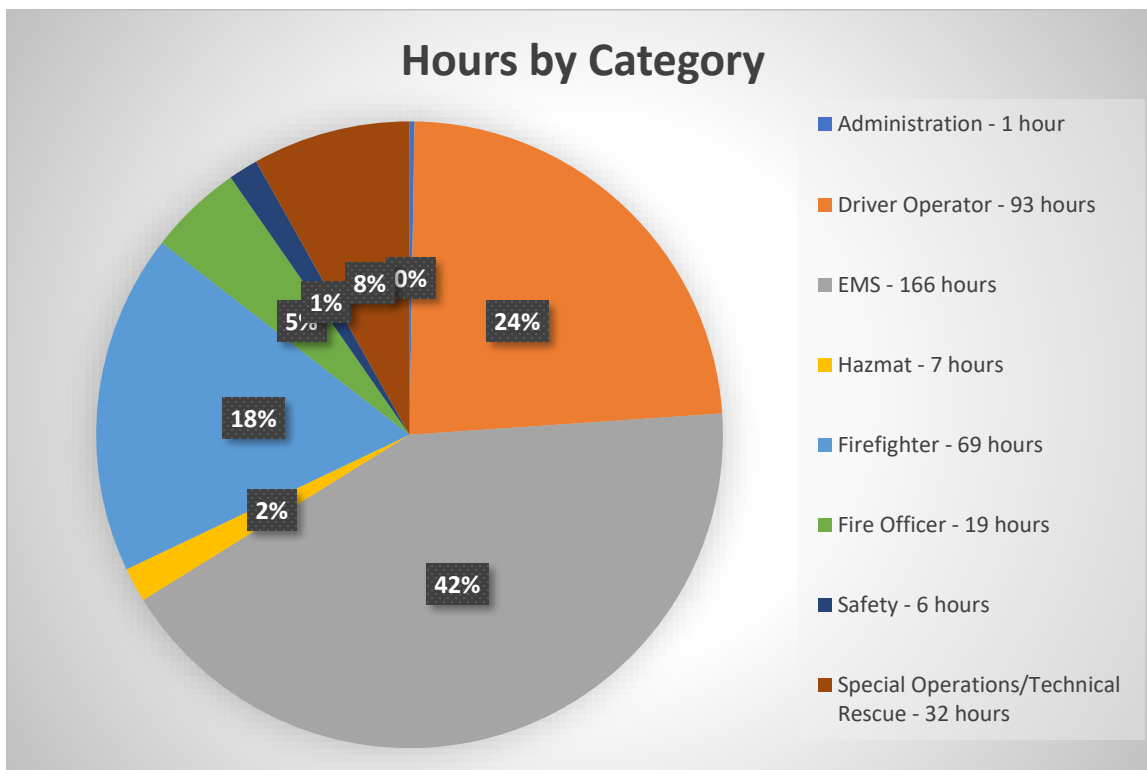
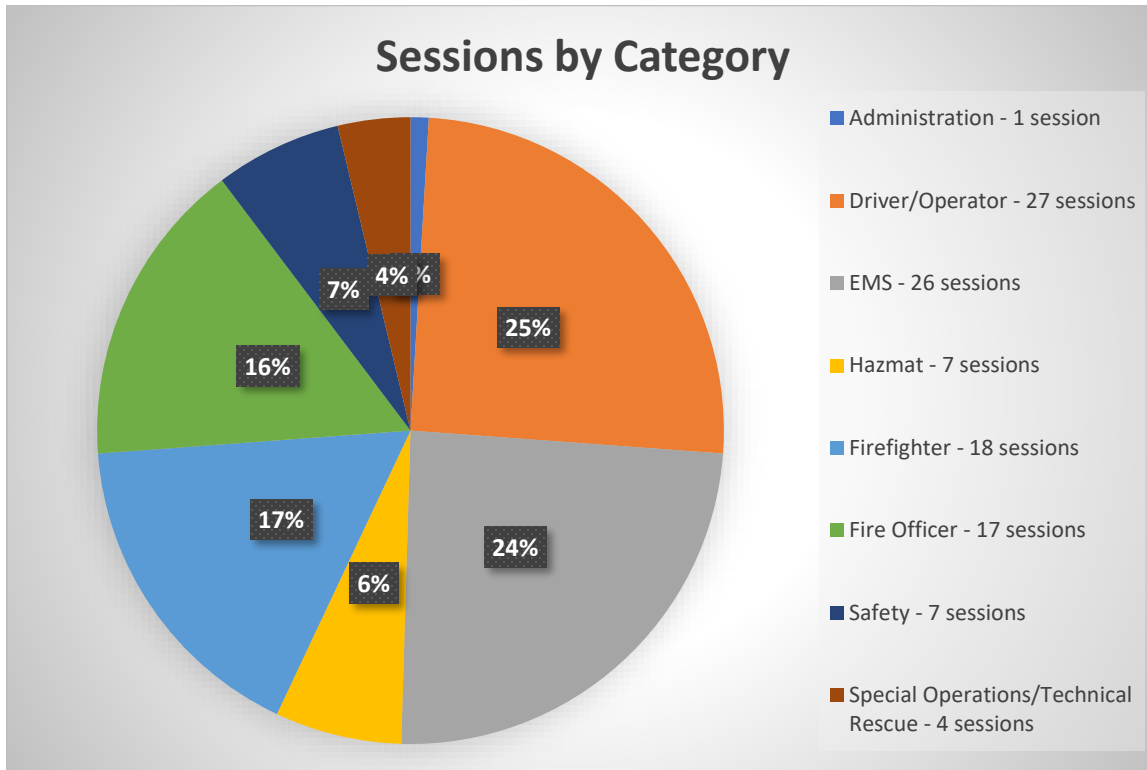
EMS Abdominal	6
EMS Back Pain	2
EMS Bleeding	4
EMS Breathing	16
EMS Burns	1
EMS Chest Pain	5
EMS Choking	2
EMS Diabetic	3
EMS Fall	18
EMS Full Arrest	5
EMS Headache	1
EMS Heart Prob	2
EMS Lift Assist	25
EMS Misc	1
EMS Pregnancy	1
EMS Psych	5
EMS Seizure	2
EMS Sick Person	20
EMS Stroke	2
EMS Trauma	2
EMS Uncons	11
EMS Unknown	2
FIRE Alarm	6
FIRE Appliance	1
FIRE Assist	3
FIRE CO Alarm	2
FIRE Electrical	1
FIRE Mutual Aid	2
FIRE Outside	1
FIRE Standby	3
FIRE Structure	3
FIRE Utility	3
PD Accident	1
PI Accident	8
<b>Total for Year:</b>	<b>170</b>

### Monthly Totals

EMS Abdominal	6
EMS Back Pain	2
EMS Bleeding	4
EMS Breathing	16
EMS Burns	1
EMS Chest Pain	5
EMS Choking	2
EMS Diabetic	3
EMS Fall	18
EMS Full Arrest	5
EMS Headache	1
EMS Heart Prob	2
EMS Lift Assist	25
EMS Misc	1
EMS Pregnancy	1
EMS Psych	5
EMS Seizure	2
EMS Sick Person	20
EMS Stroke	2
EMS Trauma	2
EMS Uncons	11
EMS Unknown	2
FIRE Alarm	6
FIRE Appliance	1
FIRE Assist	3
FIRE CO Alarm	2
FIRE Electrical	1
FIRE Mutual Aid	2
FIRE Outside	1
FIRE Standby	3
FIRE Structure	3
FIRE Utility	3
PD Accident	1
PI Accident	8
<b>Total for Month:</b>	<b>170</b>

# January 2025 Training Report

## Hours Logged: 399





February 16, 2025

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

Attention: Jeff Bunge – Town Manager

Re: Town Engineer Report for February 18, 2025 Town Council Meeting  
(CBBEL Project No.: [REDACTED])

Dear Council Members:

This letter summarizes Christopher B. Burke Engineering, LLC (CBBEL) Town Engineer activities for reporting and action (as necessary) for the February 18, 2025 Town Council meeting. This report covers activities for the period of January 21, 2025 through February 16, 2025.

**1) Cedar Lake Dredging and Sediment Dewatering Facility Project**

*No Change from Previous Report.* CBBEL and the Town Public Works Department have been coordinating the continued dewatering of the Sediment Dewatering Facility. The SDF is currently at 4 ft. and being slowly drawn down. CBBEL provided an estimate to Town staff to fence the remaining portion of the SDF site or +/- 3,260 ft. of additional 6 ft. high chain link fence. Based on 2022 bids for the project, the estimated cost to fence the remaining portion of the property is \$72,698.00 to \$114,100.00.

**2) MS4 Coordination**

CBBEL has started the 2024 annual report for the Town. CBBEL has been coordinating with Public Works staff to obtain 2024 maintenance records in accordance with reporting requirements. CBBEL staff have also begun completing Quarter 1 MS4 construction site inspections for 2025.

**3) NIRPC/State Legislature/INDOT/IDNR Updates**

The Town was notified on April 21, 2023 that two of the five project applications were accepted into the draft 2024-2028 TIP. The Town projects that are included in the TIP are the raising of 133rd Avenue from Robin’s Nest to Colfax Avenue and the Founders Creek Multi-Use Path. The 133rd Avenue project is programmed in 2025 for construction (PROTECT funds) at \$454,504.00 federal funds and \$113,626.00 local match. The second project is the design and construction of the Founders Creek Multi-Use Path (Transportation



Alternative funds). The project is programmed for design in 2026 (\$72,685.00 federal funds and \$32,000.00 local match) and for construction in 2028 (\$1,422,430.00 federal funds and \$355,608.00 local match). These values will most likely be adjusted for projected inflation.

The Notice of Funding Availability (NOFA) for the 2026-30 TIP will have \$108.4 million for infrastructure and transit projects. Only \$36 million of the \$108.4 million will be available for roadway and infrastructure projects. The remainder will be for transit-oriented projects. Any new projects will most likely be programmed in 2029-30 and are dependent on how the issues summarized in the above paragraph are ultimately resolved. As noted, Surface Transportation Block Grant (STBG) funding will be limited and very competitive in this TIP. STBG funding is largely used for infrastructure and roadway projects. Two new urbanized areas (UZA) were created (Valparaiso/Sherwood Forest and Winfield/Lake of the Four Seasons) which further decreased funds within the current UZA. Applications were due on October 18<sup>th</sup> and the following projects were submitted for consideration in the TIP:

- **Pickerell Creek Culvert Replacement on 147<sup>th</sup> Avenue (PROTECT funds, Environmental Application)**
  - Requested PE/ROW: Local Only
  - Estimate: \$824,320.00 (construction and inspection). 80/20 match.
  - Rank 1
- **133<sup>rd</sup> Avenue Sidewalk, From Faith Church to Robin's Nest (STBG funds, Complete Streets Application)**
  - Requested PE/ROW: \$35,000.00
  - Estimate: \$1,266,300.00 (construction and inspection). 80/20 match.
  - Rank 2
- **Fleet Replacement** application submitted by Drive Clean Indiana on behalf of the Town. Included a new vac truck, payloader, and street sweeper.
  - Estimate: \$1,046,000.00
  - Rank 3

PROTECT funds are available for protecting and enhancing transportation resiliency. These projects are usually related to flooding of existing transportation corridors. Based on a November 12<sup>th</sup> NIRPC Transportation Committee meeting, the Pickerell Creek application was one of four Environmental applications received and the 133<sup>rd</sup> Avenue Sidewalk project was one of four Complete Street applications received. The Pickerell Creek and Fleet Replacement applications were reviewed in the Environmental Topical Committee meeting on January 16<sup>th</sup>. The 133<sup>rd</sup> Avenue Sidewalk project was reviewed at a meeting on January 29<sup>th</sup>. Projects will be chosen for the TIP at a meeting in March.

The 124<sup>th</sup> Indiana General Assembly has convened and bills of note or initiatives are summarized below:

**CCMG/Wheel Tax Requirements:** The Funding Indiana's Roads for a Stronger, Safer Tomorrow (FIRSST) taskforce is considering a requirement that a community must adopt a Wheel and/or Excise tax to be eligible for Community Crossing funding. This would close a perceived funding shortfall in local road funding.

**House Bill 1037 – Stormwater Management:** Provides that a unit does not have the

power to adopt a law, rule, ordinance, or regulation that is more stringent than or exceeds in any manner the requirements of the IDEM Construction Stormwater General Permit (CSGP). Provides that if a law, rule, ordinance, or regulation is more stringent than or exceeds the CSGP, then (1) the law, rule, ordinance, or regulation is void; and (2) the unit must continue to discharge its duties under IDEM's CSGP program. **ACTION:** Passed the House 66-23 and referred to the Senate on February 2<sup>nd</sup>.

**House Bill 1312 – Public Notices:** The bill would create a state portal for publishing public notices and would allow the option for municipalities to post notices on the portal free of charge. **ACTION:** Passed the Ways and Means Committee on February 13<sup>th</sup>.

**House Bill 1460: Drainage Systems:** Requires a unit to use data from the most recent: (1) Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps; and (2) National Oceanic and Atmospheric Administration Atlas 14; to calculate and regulate storm water runoff from a developed or undeveloped plat. Authorizes a unit to use data from another state that is in proximity to the developed or undeveloped plat under consideration, as appropriate under the circumstances. Requires a plan commission or plat committee to take action on a plat application, including meeting with any stakeholders with a financial interest in the application, not later than 30 days after receiving the application. Provides that if a plan commission or plat committee fails to make written findings and a decision granting or denying primary approval to a plat not later than 60 days after a public hearing, then the plat is considered to have received primary approval. **ACTION:** Passed the House 64-23 and referred to the Senate on February 7<sup>th</sup>.

**House Bill 1461 – Road Funding:** Increases the maximum rate a county containing a consolidated city may impose for the county wheel tax and the county vehicle excise tax. Requires a consolidated city to appropriate money received from county transportation taxes for the construction, reconstruction, and preservation of the consolidated city's highways. Beginning in 2026, lowers the percentage of funds distributed to counties, cities, and towns (local units) from the motor vehicle highway account that must be used for construction, reconstruction, and preservation of a local unit's highways if certain conditions related to pavement quality are satisfied. Removes a limitation on the Indiana finance authority's (IFA) authorization to issue revenue bonds or notes to finance highway and road construction projects while retaining the \$10,000,000 limitation on annual payments on all the bonds and notes for railroad crossing upgrade projects. Reinstates a previously sunsetted provision to allow the IFA to issue grant anticipation revenue bonds or notes to finance highway and road construction projects. Provides, on the basis of the balance of money in the local road and bridge matching grant fund (matching fund), beginning on June 30, 2025, and annually on June 30 thereafter, for the: (1) allocation of money in the matching fund among local units; and (2) transfer of money from the matching fund for specified transportation purposes. Provides for enhanced grant amounts for certain local units. Requires, beginning January 1, 2028, a local unit to adopt an ordinance to impose the: (1) county transportation taxes; and (2) municipal vehicle excise tax and municipal wheel tax (municipal transportation taxes), unless the municipality is not eligible to adopt an ordinance to impose municipal transportation taxes; to be eligible to apply for a grant from the matching fund. Reduces the required local matching amounts applicable to certain local units, if the department approves a grant from the matching fund. Provides that a township must transfer a certain percentage of the township's budget to a fund established for the improvement and maintenance of the roads and infrastructure within the township's

boundaries. **ACTION:** Passed through the Roads and Transportation Committee and recommitted to Ways and Means Committee.

#### 4) Other Funding Opportunities

- **Crack Sealing and Striping Project, Community Crossing Grant, 2023-2:** *No Change from Previous Report.* The final pay application was provided to the Town on May 24<sup>th</sup> with the final balancing change order. The final contract is \$160,488.92, which is \$1,570.92 over the awarded budget. Close-out documentation will be completed this fall as required by the CCMG program.
- **Community Crossing Grant, 2024-2:** Phase 2 of the Shades Subdivision will include portions of 141<sup>st</sup> Avenue, Fairbanks Street, Windsor Avenue, Fernwood Avenue, and Hobart Street. The Town was notified on November 7<sup>th</sup> that they were awarded the full request of \$791,789.69 or a 50/50 match. The project went out to bid January 27<sup>th</sup> with an estimated construction start in the spring. The project will be on the February 18<sup>th</sup> Town Council meeting for award. The contract must be executed by March 7<sup>th</sup> to procure the CCMG funding.
- **INDOT Safety Project Notice of Funding Availability:** CBBEL submitted three applications for this NOFA on October 11<sup>th</sup>. INDOT allocated \$50 million for the entire state. This made the call extremely competitive. Each project was scoped to be eligible for Highway Safety Improvement Programs (HSIP) funding with a 90/10 match. Projects are required to be completed within the next two years. The following applications were submitted:
  - Signage and Striping Modifications at Lake Shore Drive & Cline Avenue, Hilltop Street & W. 129<sup>th</sup> Avenue, Lake Shore Drive and Hilltop Street. Estimate: \$28,000.00. Town Share: \$2,800.00
    - **Update:** This application was awarded funding.
  - Signage/Striping Modifications & Pavement Restoration on Parrish Avenue from W. 125<sup>th</sup> Avenue to W. 126<sup>th</sup> Place. Estimate: \$162,000.00. Town Share: \$16,200.00
    - **Update:** This application was awarded funding.

CBBEL and the Town Clerk-Treasurer attended an early coordination meeting at INDOT on December 9<sup>th</sup> to discuss the requirements of each project. Each project is required to follow the LPA guidance procedures for usage of INDOT funds. These projects must be completed prior to FY 2027.

- **USDOT, Safe Streets and Roads for All (SS4A):** *No Change from Previous Report.* 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 personnel and Town staff held a public meeting on June 12<sup>th</sup> to discuss the

draft Local Road Safety Plan. The public meeting was required to meet public participation requirements of the self-certification process for the plan. The report is a necessary part of requirements to be eligible for SS4A implementation funding in 2025 and future HSIP funding.

## 5) Town Street Committee & Roadway Items

- 141<sup>st</sup> Avenue Corridor (Parrish Avenue to West Corporate Limit): CBBEL received the corridor survey on November 14<sup>th</sup>. Preliminary design of the corridor has begun. A contract with AES was signed to complete soil borings within the corridor.
- 133<sup>rd</sup> Avenue Road Raise: The letting for this project was reprogrammed for November 2025 based on continued INDOT environmental review and added scope related to the geotechnical findings within the corridor. This has moved the Stage 3 submittal date to March 21, 2025 and moved the project into 2026 for construction.
- Shades AA/AB Paving Projects: CBBEL was directed to include the Shades AA and AB subdivisions in the CCMG 2025-01 funding call. Applications for both subdivisions were submitted for consideration in the CCMG program on January 29<sup>th</sup>. The results of this funding request should be disclosed in April.
  - Shades AA: Murton Dr, W. 129<sup>th</sup> Pl, W. 129<sup>th</sup> Ln, W. 130<sup>th</sup> Ave, Knight St, Fulton St, Morse Ln. All roads are located northeast of Hilltop Street and Lake Shore Drive.
    - Project scope includes a mix between a 2-inch HMA overlay, mill/overlay, pavement patching, swale restoration, etc.
    - Project Length: 0.77 miles
    - Cost Estimate: \$321,900.00 or +/- \$42k/mile
  - Shades AB: W. 130<sup>th</sup> Pl, W. 131<sup>st</sup> Ave, W. 131<sup>st</sup> Pl, Morse Street, W. 132<sup>nd</sup> Ave, W. 132<sup>nd</sup> Pl, W. 132<sup>nd</sup> Ln. All roads are located northeast of SIP coffeehouse and Dollar General.
    - Project scope includes a 2-inch HMA overlay, mill overlay, curb/gutter on Morse Street, minor storm sewer upgrades, swale restoration, etc.
    - Project Length: 0.83 miles
    - Cost Estimate: \$364,600.00 or +/- \$44k/mile
- Railroad At-Grade Sidewalk Crossing: *No Change from Previous Report.* CBBEL received the PE agreement from the Norfolk Southern Railroad and their engineering consultant (AECOM) on June 10<sup>th</sup> for the proposed crossing at 141<sup>st</sup> Avenue near the Hanover Central Middle School. The PE agreement was estimated at \$24,612.00 that would cover costs incurred by Norfolk Southern Railroad and AECOM during design and review of the crossing (Concept, 30%, 60%, 90%, 100% reviews). Any signal improvements (as necessary) and other construction items are the responsibility of the Town.

The other three crossings at 141<sup>st</sup> Avenue between Beacon Pointe/Beacon Pointe East, 137<sup>th</sup> Avenue between Kiwanis Park and Winding Creek – Unit 2, and 133<sup>rd</sup> Avenue on the CSX Railroad are on hold until further direction is provided.

- Road Impact Fee: *No Change from Previous Report*. CBBEL provided a memorandum on June 23, 2024 summarizing costs and tasks related to implementing a Road Impact Fee on new developments.
- Police-Fire Buildings: CBBEL is completing on-going coordination with the police-fire team. CBBEL is completing the last submittal review with Hawk for the EVP project. A pre-construction meeting was held for the EVP project on February 13<sup>th</sup>.
- Community Development Block Grant Funding: The Town was notified on January 6<sup>th</sup> that the Town's CBDG allotment for 2025 would be \$93,955.00. Historically, these funds have been used to repair ADA ramps and sidewalks throughout the Town. The application deadline for these funds is May 5<sup>th</sup>. CBBEL attended a mandatory CDBG workshop with the Town Manager on February 12<sup>th</sup> at the government center.

## 6) Water Utility

The Robin's Nest Pump Upgrade Permit 30-day Public Notice is due to expire on February 20<sup>th</sup>. Based on discussions with IDEM personnel, the permit will be issued soon after the public notice period expires. The Contractor is due to install the new pump skid and tank telemetry the last week of February.

The two Paradise Cove permit applications entered their 30-day Public Notice periods on February 7<sup>th</sup>. CBBEL and Town staff are coordinating with Contractors to begin installation of required infrastructure once permits are released for these permits.

The procurement letter from the Town Attorney and publishing affidavit have been provided to the Indiana Finance Authority (IFA); thereby, completing steps to amend the PER and release remaining funds within the existing SRF loan to pay for the Robin's Nest pump improvements. We are awaiting final clearance from the IFA.

CBBEL is coordinating with Schilling Development/DVG to complete construction permits for the Lakeside South water connection between Lakeside North and the 141<sup>st</sup> Avenue transmission main. The Townwide Master Plan completion is on-going in conjunction with the current eastside water permitting. This document is continuing development as several parts of the report are still in flux.

## 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 11<sup>th</sup> and is awaiting a response.
- Novak Parcel (129<sup>th</sup> Ave/US-41): *No Change from Previous Report*. CBBEL has been advised by the Applicant's Engineer that this project has been restarted based on the previously submitted plan. Therefore, CBBEL has entered this back to active status and it is in the queue to be reviewed.
- Lakeside South PUD: CBBEL, Town officials, and Schilling Development have agreed to a water infrastructure build-out plan for Lakeside South. It is our



understanding that platting of Phase 1 and completion of the PUD document are moving forward.

- Founders Creek PUD: CBBEL issued a comment letter for the Applicant to address on September 15, 2023.
- Red Cedars PUD: CBBEL issued a comment letter for the Applicant to address on December 1, 2023.
- Bay Bridge PUD: CBBEL issued a comment letter for the Applicant to address on September 15, 2023.
- NIPSCO Mobile Station: CBBEL issued a letter recommending approval with four contingencies on February 14<sup>th</sup>.
- NIPSCO Hager Substation: CBBEL received a re-submittal for this project on February 4<sup>th</sup>. This project is currently under review.
- M&M Warehouse (Railside, Lot 17): CBBEL issued a comment letter on February 2<sup>nd</sup> for the Applicant to address.
- Subdivision Ordinance/Development Standards Manual Update: CBBEL has begun updates to the DSM and is currently on-going.

### **8) Stormwater Management Board**

7513 W. 136th Avenue, 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. **The Town Attorney provided finalized easement documents for the "Osan" parcel on February 2<sup>nd</sup>. It is our understanding that Town officials will contact the property owner to obtain a signature.**

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. **Construction of the project is substantially complete. Pay Application #1 and the balancing Charge Order #1 were approved at the December 10<sup>th</sup> meeting. A 5% retainage was withheld to evaluate the sod in the Spring and repair any damaged sprinklers. No Change.**

9000 W. 130th Court, Woodland Hills Subdivision: CBBEL reviewed the video of this pipe and it appears the pipe is partially collapsed within sections of the run. CBBEL will work with Public Works staff to determine if the pipe should be replaced or can be repaired. The pipe does appear to be located within an existing drainage easement. **No Change.**

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. **The first of two appraisals was forwarded to the Town on February 11<sup>th</sup>. The second appraisal will be forwarded when received.**

Wilson Ditch Projects, 8235-8337 W. 128<sup>th</sup> Place: Public Works will be completing installation of an additional inlet at the corner of Wrightwood Street and W. 128<sup>th</sup> Place to

capture runoff within the vicinity. Additionally, an estimate is being prepared for a streambank stabilization project in front of 8337 W. 128<sup>th</sup> Place. **The project has been completed at the corner of Wrightwood Street and W. 128<sup>th</sup> Place. The streambank stabilization project was included in the 2024 project scoring and most likely will be quoted since there is specialty work involved. One easement will be required for the ditch project. CBBEL will reach out to the property owner regarding easement or ROW acquisition soon. No Change.**

Meyer Manor Terrance/Lake Shore Drive Storm Sewer: Additional information was presented to Storm Board at the September meeting. This storm sewer system consists of multiple different pipe materials, blind connections, and failing pipes. This will be a significant project that is most likely beyond the annual budget constraints of Storm Board. This will be part of a larger capital improvement project at a later date. **The Storm Board approved a survey contract for the corridor for \$15,000 at the December 10<sup>th</sup>. This survey should be completed sometime in late January to begin project scoping. No Change.**

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 Villas/Estates, Beacon East, Beacon West (Phases 5-7), Lakeside Unit 2 Block 1, Cedar Lake Storage, Lakeview Business Park (with individual lots), Oakwood, Police/Fire Complex, Cedar View, 141st Partners Storage, Hanover Central Schools, Dairy Queen, MacArthur Elementary School, and Railside (with individual lots). MCM 4 (MS4) construction inspections are also being completed at each development, where applicable.

Ordinance Updates: An updated floodplain ordinance was sent to Town staff on January 31, 2024. CBBEL has completed our draft updates to the Stormwater Ordinance and Technical Standards Manual. The documents will be provided for the Town to review soon.

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,



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

L060015 Council Report 021625.docx

CC: Director of Operations  
Building Administrator  
Planning Director  
Town Attorney

Attachments: Project Status Report  
All Projects Schedule



# Town of Cedar Lake – Project Status Report

## Christopher B. Burke Engineering, LLC

updated 02/16/25

Job No.	Description	Budget	Deliverable(s)	Status	Deadline(s)
060015.00001	Town Council	n/a	Town Council Report for 02/18/25 meeting	Completed	02/16/25
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
220178	Cedar Lake Dredging Project	\$71,620 (annual)	Construction Observation	<i>No Change from Previous Report.</i> CBBEL and the Town Public Works Department have been coordinating the continued dewatering of the Sediment Dewatering Facility. The SDF is currently at 4 ft. and being slowly drawn down. CBBEL provided an estimate to Town staff to fence the remaining portion of the SDF site or +/- 3,260 ft. of additional 6 ft. high chain link fence. Based on <u>2022</u> bids for the project, the estimated cost to fence the remaining portion of the property is \$72,698 to \$114,100. – 02/16/25 Council Report for details.	ongoing
230324	Shades Subdivision Project, Phase 2	TBD	Design/Construction Observation	Phase 2 of the Shades Subdivision will include portions of 141 <sup>st</sup> Avenue, Fairbanks Street, Windsor Avenue, Fernwood Avenue, and Hobart Street. The Town was notified on November 7 <sup>th</sup> that they were awarded the full request of \$791,789.69 or a 50/50 match. The project went out to bid January 27 <sup>th</sup> with an estimated construction start in the spring. The project will be on the February 18 <sup>th</sup> Town Council meeting for award. The contract must be executed by March 7 <sup>th</sup> to procure the CCMG funding. – see 02/16/25 Council Report for details.	ongoing
090043	MS4 Coordination	\$19,400 (annual)	MS4 Coordination Services & Development	CBBEL has started the 2024 annual report for the Town. CBBEL has been coordinating with Public Works staff to obtain 2024 maintenance records in accordance with reporting requirements. CBBEL staff have also begun completing Quarter 1 MS4 construction site inspections for 2025. – see 012/16/25 Council Report for details.	ongoing

**Cedar Lake All Projects' Schedules**

	2024												2025												2026											
	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
<b>Shades Subdivision, Phase 2</b>	[Yellow shaded area]																																			
Construction	[Blue shaded area from 2025 Q4 to 2026 Q1]																																			



P.O. Box 188, Cedar Lake, IN 46303

January 17, 2025

Dear Cedar Lake Town Council,

The Cedar Lake Summerfest Committee, Inc. is proud to present the 43<sup>rd</sup> Annual Cedar Lake Summerfest. This special event provides our community and its visitors a very traditional venture for a family to celebrate our nation's birthday.

We are seeking funds from the Tourism Fund to enhance the public's experience at our event. We will provide our traditional activities such as: Cardboard Boat Race, Car Show, Talent Show, Live Entertainment and Fireworks to name a few. We hope to add some new activities to our venue if funds are available.

This festival has attracted 1,000's of people to our community daily over a 4-day period. Visitors not only visit the festival, but also our local businesses. Our business owners express the added traffic they experience is very beneficial to the economy of Cedar Lake.

Our volunteers greatly appreciate your time and are looking forward to hearing from you. If you have any questions, please do not hesitate to call me at [REDACTED]

Sincerely,

[REDACTED]  
Kathy B. Bomhead  
Co-Chairman