

**Enrolled Memorandum of the Meeting
Study Session/Meeting (Convened Electronically/Hybrid)
Twenty-Ninth Town Council of Highland
Monday, June 05, 2023**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in a study session on **Monday, June 5, 2023**, at 6:30 O'clock P.M., in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

*This meeting was convened as both an in person and an electronic meeting. Some persons were participating remotely on a Zoom platform that allowed for real time interaction between and among all of the Town Council and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely, allowing for all councilors to be simultaneously seen and heard. When the agenda item provided for public comment, this was supported as well. Councilor Zemen, Councilor Toya Smith, Councilor Mark Schocke, Councilor Tom Black, Councilor Roger Sheeman all participated in person.

The meeting was streamed live on the Town of Highland, Indiana Facebook page and participation was supported by the Zoom on-line communication platform.

Silent Roll Call: Councilors Bernie Zemen, Toya Smith, Mark Schocke, Tom Black, Roger Sheeman, were present in person as indicated. The Clerk-Treasurer, Mark Herak was present to memorialize the proceedings. *A quorum was attained.*

Officials Present: Redevelopment Director Maria Becerra and Metropolitan Police Chief Ralph Potesta were in person.

General Substance of Matters Discussed.

- x. Discussion: Appointments.
- **Statutory Boards and Commissions**
 - Executive Appointments (May be made in meeting or at another time)*

Regional Statutory Commissions or Boards

1. **Economic Development Commission.** (1) Appointment to be made by the municipal executive, but requiring nomination from the Town Council. Term ends just before February 1st. *(Currently vacant)*
 - a. Nomination by the Town Council. *(The council would pass a motion to nominate.)*
 - b. Appointment by executive. *(If nominee is acceptable, the Town Council President may appoint.)*

Home Rule Boards and Commissions

2. **Community Events Commission Multi-Year position:** (1) appointment to be made by the Town Council President. **Term: 4 years.**
Currently serving: *Jacqui Herrera, Sandy McKnight*
3. • **Tree Board:** (1) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. (*Position currently held by Natalie Stromberg.*)
 - a. Nomination by the Town Council. (*The council would pass a motion to nominate.*)
 - b. Appointment by executive. (*If nominee is acceptable, the Town Council President may appoint.*)
4. **Municipal Plan Commission** (1) (vacancy) appointment to be made by Town Council President. (*Note: Unexpired term of Hunter Balczo, Esq., (D), term ending 1st Monday January 2025) No more than two of any party. Current composition is 2 Republicans, 1 Democrat.*)

Legislative Appointments

Regional Statutory Commissions or Boards

Home Rule Commissions

1. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2023. *There are currently 9 of the 17 in place and serving. Currently serving are Teri Yovkovich, Rhonda Bloch, Alex Robertson, Renee Reinhart, Diane Barr- Roumbus, James Roumbus, Sandy McKnight, Al Simmons and Ben Reinhart..*
3. **Community Events Commission Multi-year positions:** (4) appointment to be made by the Town Council. **Term: 4 years.** (*Note: Currently vacant*)

Single year positions: (1) appointment to be made by the Town Council. **Term: 1 year.** (*Note: Currently serving, Jack Rowe, Carol Parker, Linda Carter, Rachael Carter, Maria Armagast, Michelle Coon and Erica Fizer Katepas*)
- x. Discussion: A Joint Resolution of the Board of Works, the Water Works Board of Directors and the Board of Sanitary Commissioners accepting and approving a proposal from NIES Engineering, Inc. for Professional Construction Engineering Services for the Parkway Drive Improvement Project in the Total Amount Not-to Exceed \$110,000.

There were no comments from the Council regarding this topic during the discussion portion of the agenda, the Councilor President indicated to proceed and have the item placed on the Town Councils Plenary Meeting Agenda of June 12, 2023.

TOWN OF HIGHLAND
BOARD OF WORKS
ORDER OF THE WORKS BOARD NO. 2023-17

WATER WORKS DISTRICT OF HIGHLAND
BOARD OF WATER WORKS DIRECTORS
RESOLUTION NO. 2023-07

SANITARY DISTRICT OF HIGHLAND
BOARD OF SANITARY COMMISSIONERS
RESOLUTION NO. 2023-12

A JOINT RESOLUTION OF THE BOARD OF WORKS, THE WATER WORKS BOARD OF DIRECTORS AND THE BOARD OF SANITARY COMMISSIONERS ACCEPTING AND APPROVING A PROPOSAL FROM NIES ENGINEERING, INC. FOR PROFESSIONAL CONSTRUCTION ENGINEERING SERVICES FOR THE PARKWAY DRIVE IMPROVEMENT PROJECT IN THE TOTAL AMOUNT NOT-TO-EXCEED \$110,000.00

Whereas, The Town of Highland, through its Board of Works pursuant to IC 36-1-2-24(3) and IC 36-1-12, has determined the need to make certain public improvements and repairs to roadway infrastructure along the 8600-8800 blocks of Parkway Drive and a 150-ft portion of Kenilworth Avenue directly adjoining Parkway Drive (including pavement, curb and gutter, sidewalk, driveway aprons and parkway trees) and has hereto approved a project to be described as the Parkway Drive Improvement Project (Project); and

Whereas, The Water Works District of Highland (WW District), through its Board of Directors pursuant to IC 8-1.5-4 and IC 36-1-12, has determined the need to replace and upsize the existing water mains within the Project boundaries, as described herein, in order to improve water flow and water quality; has determined that it would be in the best interest of the Water Works District to coordinate the work with the Project; and has agreed to fund its share of the construction costs and engineering services necessary to complete the work; and

Whereas, The Sanitary District of Highland (SD District), through its Board of Commissioners pursuant to IC 36-9-25 and IC 36-1-12, has determined the need to replace certain storm sewer infrastructure within the Project boundaries, as described herein; has determined that it would be in the best interest of the Sanitary District to coordinate the work with the Project; and has agreed to fund its share of the construction costs and engineering services necessary to complete the work; and

Whereas, The Works Board, Water Works Board and Sanitary Board have heretofore determined a need to engage professional construction engineering services in order to implement the Project, and

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Whereas, NIES Engineering, Incorporated, (Consultant) has offered and presented an agreement to provide and furnish Professional Construction Engineering Services in consideration for fees to be charged and billed monthly based upon a lump sum of the value of the services completed, in an amount not to exceed One Hundred-Ten Thousand Dollars and No Cents (\$110,000.00), allocated in the amounts of Thirty-two Thousand Dollars and No Cents (\$32,000.00) to the Board of Works, Sixty-nine Thousand Dollars and No Cents (\$69,000.00) to the Water Works Board and Nine Thousand Dollars and No Cents (\$9,000.00) to the Sanitary Board; and

Whereas, There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); and

Whereas, The Town of Highland, through its Board of Works, now desires to accept and approve the agreement for services as herein described; and

Whereas, The Water Works District of Highland, through its Board of Directors, now desires to accept and approve the agreement for services as herein described; and

Whereas, The Sanitary District of Highland, through its Board of Commissioners, now desires to accept and approve the agreement for services as herein described.

Now, Therefore Be it Resolved by the Board of Works for the Town of Highland, the Board of Directors of the Highland Water Works and the Board of Commissioners of the Highland Sanitary District, Lake County, Indiana, as follows:

1. That the Professional Construction Engineering Services Proposal (incorporated by reference and made a part of this resolution) from NIES Engineering, Inc. for the Parkway Drive Improvement Project is hereby approved, adopted and ratified in each and every respect;
2. That the terms and charges under the agreement for Construction Engineering services in the not to exceed amount of One Hundred Ten Thousand Dollars and No Cents (\$110,000.00), allocated in the amounts of Thirty-two Thousand Dollars and No Cents (\$32,000.00) to the Board of Works, Sixty-nine Thousand Dollars and No Cents (\$69,000.00) to the Water Works Board and Nine Thousand Dollars and No Cents (\$9,000.00) to the Sanitary Board, is found to be reasonable and fair;
3. That the Town Council, which is the Works Board of the municipality, the Water Works District of Highland, through its Board of Directors, and the Sanitary District of Highland, through its Board of Commissioners, believe that NIES Engineering, Inc. has demonstrated professional competence and qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

4. That the Public Works Director is authorized to execute the agreement and all documents necessary to implement the Project.

Duly Adopted, Resolved and Ordered by the Town of Highland, Board of Works, Lake County, Indiana, this 12th day of June, 2023. Having been passed by a vote of _____ in favor and _____ opposed.

**TOWN OF HIGHLAND, INDIANA
BY ITS BOARD OF WORKS:**

Tom Black, President
Attest:

Mark Herak, Clerk-Treasurer

Duly Adopted, Resolved and Ordered by the Highland Water Works District, Board of Directors, Lake County, Indiana, this 25th day of May, 2023. Having been passed by a vote of _____ in favor and _____ opposed.

**HIGHLAND WATER WORKS DISTRICT
BY ITS BOARD OF DIRECTORS:**

George A. Smith, President
Attest:

Richard E. Volbrecht Jr., Secretary

Duly Adopted, Resolved and Ordered by the Highland Sanitary District, Board of Commissioners, Lake County, Indiana, this 6th day of June, 2023. Having been passed by a vote of _____ in favor and _____ opposed.

**HIGHLAND SANITARY DISTRICT
BY ITS BOARD OF COMMISSIONERS:**

Richard Garcia, President
Attest:

David Jones, Secretary

x. **Discussion:** Cash Handling Protocol. In order to provide for the secure handling of cash receipts consistent with various provisions of the uniform compliance guidelines established by the Indiana State Board of Accounts, generally accepted accounting principles, including good internal controls, the Office of the Clerk-Treasurer amends protocol for cash handling for the annual Independence Day and Fall Events. The amendments are necessary owing to the hours of operation and the outdoor nature of the event and pertains to but not limited to the Carnival Rides and Beer Garden Ticket Booths. (no action necessary on the part of the Council)

The Clerk-Treasurer gave a brief explanation why the need to change the original policy which dated back to 2009 prior to the existence of the beer garden. Councilor Schocke asked the Clerk-Treasurer if he had a cash counting machine and the answer was in the affirmative. There were no additional comments from

the Council regarding this topic during the discussion portion of the agenda. No action was required of the Council as the Clerk-Treasurer was simply making the Council aware of the change in policy. The Clerk-Treasurer said he would forward the policy to the Amusement and Beer Garden vendors.

CASH HANDLING PROTOCOL
Office of the Clerk-Treasurer • Independence Day and Fall Events
(As of May 25, 2023)

In order to provide for the secure handling of cash receipts consistent with various provisions of the uniform compliance guidelines established by the Indiana State Board of Accounts, generally accepted accounting principles, including good internal controls, the Office of the Clerk-Treasurer amends protocol for cash handling for the annual Independence Day and Fall Events. The amendments are necessary owing to the hours of operation and the outdoor nature of the event and pertains to but not limited to the Carnival Rides and Beer Garden Ticket Booths.

1. Booths are staffed by non Town of Highland Employees
2. The cash drawers containing the receipts from the Carnival Rides Ticket Sales, inclusive of wristband ticket sales and the Beer Garden Ticket sales shall be emptied periodically, with the exception of the \$250 for each drawer for change and deposited (the funds will come from a non-appropriated account or from a vendor and paid back) into a self-sealing envelope, as warranted during the hours of operation and at the close of operations for the Ticket Booths by a member of the Clerk-Treasurer's office. A representative of the festival and a representative of the vendor will be present when the cash receipts are emptied into a self-sealing envelope. After the cash receipts are placed into the envelope, it will be sealed and the member of the Clerk-Treasurer's office, as well as, representatives from the festival and vendor will each initial the sealed flap of the envelope. In addition to their initials, the date, time and designation CR'1B #1 or BGTB#1 (as appropriate) initially and then sequential thereafter.
3. Arrangements will be made for a law enforcement officer to escort the member of the Clerk-Treasurer's office carrying the envelope containing the cash collected to the Police Station. A representative of the vendor and/or festival may also escort the collected cash, if desired.
4. Once at the Police Station, the law enforcement officer will provide a clear plastic evidence bag
5. The member of the Clerk-Treasurer's office will place the envelope containing the collected cash into the clear plastic evidence bag.
6. The law enforcement officer will seal the bag and initial and all parties present will initial the bag in the same manner as outlined in Step 2.
7. The law enforcement officer will place the sealed bag containing the collected cash into an evidence locker.

CT Policy • Cash Handling Independence Day and Fall Events

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8. The above steps will be repeated, as needed, during the event for both of the ticket booths for the Carnival Rides and the Beer Garden.
9. The self-sealing envelope at the close of operations each day, shall also contain the total number of tickets or wristbands sold for that day.
10. Following the close of the event, at a time mutually agreed upon the vendor, the Clerk-Treasurer's office and representatives of the festival will meet at the Town Hall.
11. The gathered representatives will go to the police station. A law enforcement officer will remove the evidence bags for the representatives, escorting the group back to the Town Hall.
12. The evidence bags will be taken to the upper chamber of the Town Council's meeting room, where a camera has been installed to record the counting of the money. The Town Hall will remain locked during the counting of the receipts.
13. All money shall be counted by the member of the Clerk-Treasurer's staff in the presence of the gathered vendor and festival representatives with the result entered on the Festival Cash Sheet form provided by the Office of the Clerk-Treasurer. Additionally, when the final evening envelopes are opened, the total ticket/wristband information will also be tallied and entered on the Festival Cash Sheet.
14. Any representative member present can request and be granted a request to recount the money.
15. The total collected amounts will then be compared with the ticket or wristband totals.
16. The money should be organized in the following manner:
 - a. 1's - banded/paper-clipped in \$100 increments
 - b. 5's - banded/paper-clipped in \$500 increments
 - c. 10's - banded/paper-clipped in \$1,000 increments
 - d. 20's - banded/paper-clipped in \$2,000 increments
 - e. 50's - banded/paper-clipped in \$1,000 increments
 - f. 100's - banded/paper-clipped in \$1,000 increments
 - g. All coins must be separated by denomination and put into separate plastic bags
17. Per SBOA cash handling procedures, all cash must be receipted and deposited in the account for the Town of Highland. Such deposit(s) shall be made that day or the next business day as dictated by the circumstances. The collected cash will be safeguarded in the Clerk-Treasurer's safe until such time that it is taken to the bank for deposit.
18. After the cash collections have been totaled, the amounts due to the vendor(s) (as outlined in their respective agreements, a check shall be issued for their payment.

CT Policy • Cash Handling Independence Day and Fall Events

This updated protocol shall be in effect for all events occurring after May 25, 2023 and shall remain in effect until a successor policy is issued. Following each event, the protocols will be reviewed. If determined necessary or desirable, the protocols may be modified as considered necessary.

Authority: This protocol is issued by Clerk-Treasurer, pursuant to authority conferred by IC 36-5-6-6(a) (1) & (5) and the fiscal officer's cashbook duties under IC 5-13-5-1.

CT Policy • Cash Handling Independence Day and Fall Events

x. **Discussion:** Presentation from Michelle Velez on Event Planning for the Town of Highland.

Due to an illness in her family, Michelle had to reschedule. The Town Council President said to reschedule her for another time.

x. **Discussion:** Controlled Event Permit which passed at the May 22nd meeting, contained the provision: those businesses serving alcohol which will be carried out, need to name the Town of Highland as an additional insured on their liability insurance policy. That was the recommendation of the Town's insurance carry. Several businesses called to question that provision stating they have a 210 permit with a carry out license provision versus a 210-1 (cannot sell alcohol to go), so why do they need to name the Town as an additional insured. Per excise, as long as the business has a permit to carry out provision, patrons can take alcohol out of the business as long as it remains in the original factory container. For example, a business cannot pour a mixed drink or wine into a glass and the person walk outside to the Restaurant

Crawl. Also, once a person leaves a business with alcohol in the original factory container, they cannot walk into another business with it. Also, all temporary carry out licenses issued during Covid are null and void. Those businesses that only have a 210-1 permit with no provisions to carry out, their patrons, regardless if the alcohol is in the original factory container cannot take it outside to the Restaurant Crawl. Per Tom Brown, the Town of Highland has limited liability but the reason for the provision is in the case a person twists their ankle or falls and hits their head and files a suit against the Town, was the cause of the fall because of an uneven street, sidewalk or pot hole or was the cause that they had been consuming alcohol at the Restaurant Crawl. It was asked by several businesses to clarify and remove the provision. However, if a restaurant is participating (allowing customers to carry out alcohol from their establishment) they must show proof of a 210-1 permit with the provision to carry out, otherwise they cannot carry alcohol outside of their restaurant.

At the May 22, 2023 Town Council Plenary Meeting the Council, as part of the motion, required those restaurants that were allowing alcohol to be carried out of their establishment, regardless whether they had a 210-1 permit with a provision to carry out, to add the Town of Highland as an additional insured on their liability coverage. Several restaurants reached out to the Redevelopment Director feeling that they didn't feel it was necessary because regardless of the restaurant crawl or not, their customers are allowed to carry alcohol out of their business, as long as it was in the original container. The request came from the Town's liability carrier, the Brown Insurance Group, as an added security to the Town in case someone fell and sued the Town. The question being, was the fall caused by Town or because they had been drinking at the Restaurant Crawl.

Metropolitan Police Chief Ralph Potesta had reached out to excise who advised that all temporary carry-out permits issued during covid were no longer valid and the businesses needed to have 210-1 permit with the provision to carry-out if they were going to allow customers to leave their establishment with alcohol.

The question before the Council was whether they wanted to modify the motion to eliminate the \$3MM added liability insurance requirement for the restaurant and simply require them to have a 210-1 permit with a provision to carry-out? Without the provision to carry-out, the customers would not be allowed to carry-out the alcohol they purchased in the restaurant.

The cost of the additional coverage to the restaurant would be roughly \$518. participants.

Councilor Black said that requiring the additional coverage is probably the best idea. I mean, we want everyone to participate but again, we need to protect residents.

Councilor Schocke directed his question to Town Attorney Reed, regarding exemptions and protections for municipalities under the Claims Act as it seemed to Councilor Schocke that municipalities have certain immunities under the Tort

Claims Act. He thought there were maximum limits of either \$700,000 or \$750,000. He felt there is a lot of protection provided to the Town by the State of Indiana Tort Claims Act, which would include contributory negligence, which means if somebody else is partially negligent for their own fault, they would not be able to recover against the Town. He asked for Attorney Reed's recommendation.

Attorney Reed felt since the cost to the businesses was roughly \$500, it's really hard not to require the businesses to carry the additional insurance. He said defending the case is not hard but the legal costs could be expensive as the Town would still have to pay to defend it but if there was insurance in place, they would not have to pay it.

Councilor Schocke concurred to keep the insurance requirement in place just to cover any defense costs incurred.

x. **Discussion:** Redevelopment would like to pursue the Safe Streets grant. SEH was selected to prepare the grant if the decision was to move forward at a cost \$9,000 which would require an additional appropriation. The money does exist.

Redevelopment Director, Maria Becerra said back in April, President Black attended a meeting at NIRPC and one of the things that they wanted to advise the various communities was the Safe Street Grant that was available to the communities. The Town of Highland is eligible but you have to apply in order to be eligible. The first phase of the Grant is a Planning Grant. Once the Town applies, the Town is eligible for future funding or grants for the next five (5) years. The discretionary programs have funding of \$5B and a few of the surrounding Towns and Cities have already applied. The Town of Highland is 1 cycle behind. The plan should focus on identifying hazardous streets or intersections that have caused serious injurious or death. It is an 80/20 match but you have to submit the 1st phase or the planning grant. Cities like Hammond, East Chicago and Gary have already received funding and will now be applying for the implementation grant. The Planning Grant is due July 10th. Maria said she received 2 quotes. One was from SEH with a cost not to exceed of \$9,800 the other was from Baker-Tilley with a cost not to exceed of \$15,000. Since SEH already works with the Town and they are less expensive, she would prefer to go with them. She described some of the activities that are eligible: reconfiguring roads; conducting speed management projects; install safety enhancements; addressing alcohol impaired driving; creating safe routes to school and public transit. These activities would be for the implementation grant and all we're asking is to apply for the initial planning grant. As she mentioned earlier, once the initial planning grant is on file, the Town is eligible for funding for the next five (5) years. She said Dan Botich of SEH said that a lot of money was left on the table last year as a lot of communities didn't apply, so he felt the Town's chances of getting funded was very good.

Councilor Sheeman said several months ago during a Traffic Safety meeting, the intersection of 45th/Spring/Industrial Drive came up. If you ever travel that street it is

always backed up as drivers are trying to turn left onto Spring/Industrial backing up traffic on 45th. Robin Matthews, the Town's traffic engineer said there is a formula used by the Federal Government to determine intersections which would be classified as dangerous. The intersection of 45th/Spring/Industrial Drive is like twice that number. He said Derek Snyder was at the meeting and said that it would cost several millions to correct as you'll have to acquire property in order to move the curves back, install turn lanes, so if we can get this Safe Street Grant which is an 80/20 matching grant, that would be a big help and he encouraged the Town to spend the \$9,800 and apply. He asked if this would apply to the second phase as well.

Maria responded it did not and reminded the Council of the short time-frame to apply which is July 10th and the SEH quote of \$9,800 was a not to exceed. She added, the good thing about the match is, it could be used to cover the expenses of staff time. Once the plan is approved and we receive the funding, any staff that is involved, fire or police department or public works could be part of the match.

Councilor Schocke said he thought and maybe he was wrong but I thought your background suggested that you'd been familiar with applying for grants yourself before? I'm just curious why it's necessary to get a consultant? If you've got that background, training, education, as well as, you've got another staff member that presumably could put together a grant, so why the need for a consultant?

Maria responded that she did look at the grant and a lot of the information that needs to be submitted in a short time-frame as we're talking July 10 and requires a lot of traffic information. Even in the past, when we did apply for grants, we always had a consultant, especially if it was a competitive grant. But for this type of grant, you're better off getting a consultant to make sure that your answers are competitive and you're not wasting your time or money. Dan Botich did this grant for several communities last year and felt with the amount of money left on the table, it is almost a guarantee that you will get the grant. Since he did this grant for several communities, he is familiar with the grant.

Councilor Schocke asked if Maria had any idea what SEH charges the City of East Chicago or Hammond?

Maria did not know what SEH charged the City of East Chicago or Hammond.

Councilor Schocke continued, since I am not familiar with the process as I've never done this before but to me when a Town is seeking a grant they would have a project or projects to spend the money on. We heard Councilor Sheeman make mention of a project but I've heard none others mentioned.

Maria said this is only for the planning grant. If Highland is awarded this grant, then the next phase or implementation phase, another consultant would be hired to put together a project based upon the traffic information. It could also be divided into multiple projects.

Councilor Sheeman said even if we received the grant, it wouldn't be awarded to 2025. That's how far out they are.

Councilor Schocke said that's my point. Wouldn't it make sense to talk with these people you've referred, like Robyn Matthews or whomever, who have actually spent time studying this and get an idea of cost?

Councilor Sheeman said Traffic Safety had asked Derek Snyder to come up with some preliminary number which included widening the street by putting in left turn lanes, acquiring property, installing traffic signals. So perhaps the Council would like to talk to Derek Snyder or the traffic engineer?

Councilor Black reminded the Council that this is simply the initial phase of submitting the application and if we are awarded the grant we would hire another consultant or engineer to assist in the project or implementation phase who would then review the data from Robyn and others. The concern we have here is we're up against the clock to apply for the first phase.

Councilor Schocke said that Maria you said Councilor Black found out about the Safe Roads grant while attending a NIPRC Meeting, which is he is a member, back in April but I'm having a hard time understanding the Redevelopment angle especially when you said earlier that funding could come from public works or public safety.

Maria continued that President Black was made aware of the Safe Roads Grant at NIPRC Meeting and asked me to look into it to see if the Town was eligible. One of the reasons I'm here tonight is to see if the Council is willing to go forward with the grant and if so, I will need an additional in my budget to pay SEH.

Councilor Schocke asked I don't see the urgency is spending \$10,000 when the funding is not going to be available to 2025 and with so many outstanding questions remaining.

Maria said this grant is only a planning grant to see if Highland would be awarded any funds. The implementation phase is to take the data and develop strategies to prevent roadway fatalities and serious injuries. If Highland qualifies in the planning phase, it makes funding available to Highland for the next five (5) years.

Councilor Schocke what if we didn't apply this year or by the 10th of July but instead get all of our questions answered, so were talking 2026 versus 2025. I'm not crazy about spending \$9,800.

Councilor Sheeman said he read where the grants awarded are pretty high. They could award up to \$10MM or a minimum of \$250,000. Some of the engineering work is done on 45th/Spring/Industrial Drive and could be submitted with the application. It's going to take a lot of money to improve that intersection (widening, land acquisition, traffic signals) so why not apply and see if we can't attain the 80/20 funding? It was talked about in Traffic Safety as a very dangerous intersection.

Councilor Zemen said there have been a lot of accidents. A lot of traffic back-ups. Sometimes the traffic is backed up to Indianapolis Boulevard. Sometimes it is backed up all the way to Kennedy Avenue because someone is trying to make a left turn. I think the most dangerous part is the railroad tracks. I mean heading west and as you approach the railroad crossing and the incline is pretty high. By the time you get to the top of the tracks, there are four (4) cars stopped in front of you and you slam on your brakes. There are a lot of rear end accidents in that area.

Maria said without this plan, you won't be able to apply for any funding.

Councilor Schocke said he didn't see the need to prepare the application when the Town doesn't have an actual plan. Where is the money going to be used for? You just can't apply for something without having a plan in place. It's like, I'm gonna build a building but I don't have plans to submit when I go for a building permit. What do you approve? What are we approving here?

Attorney Reed advised the Council that is a 2 phase grant. The first phase, the application process, the awarding of the grant is based upon the finances of the Town and the population. Phase 2 is the implementation phase which the Town has to also apply. It is at point that an actual plan has to be submitted along with cost projections. You can be awarded the grant for phase 1 but not for phase 2.

The Clerk-Treasurer asked Councilor Black how this Safe Road Grant differs from the 80/20 programs offered by NIRPC which enabled Highland to improve the intersection at 45th and 5th? He mentioned to Councilor Zemen how the street had to be widened and property acquired to put in a turn lane.

Councilor Zemen commented on the property we had to acquire from the BBQ guy and Highland Lock and Key. He believed that First Group was the engineering firm in charge of the project.

Councilor Black said he believed it to be different as it came through the Cares Act money and then corrected himself to say the bipartisan infrastructure bill. I was at the NIRPC meeting when they encouraged communities to apply, so I asked Maria to look into it.

Maria said this grant does cover the cost of land acquisition. Again, she said this is only the application process or phase 1.

Councilor Schocke asked Redevelopment Director Maria if she had any kind of statistics or some kind of data that says that going with these consultants, you stand a better chance to be awarded the grant than somebody like yourself, who has done grants in the past and been successful at it? Might you have a batting average?

Maria said she understood Councilor Schocke's question but in this case, there were not enough applications and funds were left on the table. So, there is plenty of money available. So, I doubt that they're going to reject any project that has any merit to it. It is interesting to see the surrounding communities that received funding.

Councilor Schocke said he's hearing 2 or 3 different arguments. He's hearing from Councilor Sheeman that there is plenty of money available and if we apply we are almost guaranteed to get it as long as it is a reasonable plan. So, why hire an expert if we're almost guaranteed the money as there is a pretty low bar? It sounds like if we do a reasonable job, we'll get the funding.

Maria said if we don't cross all of our t's and dot our i's properly in the application process, we could get rejected. We have a short time frame to fill it out properly and submit that so it is better to hire an expert who has already filled out this application for other communities. She asked Attorney Reed, if the first phase or application process isn't completed or awarded to the Town, then the Town could not apply for the second phase of the grant? He acknowledged in the affirmative. The first phase is to put a plan together to see if the Town meets the criteria to be able to apply for the second phase of the grant. If the Town qualifies then another expert or engineer would have to be hired to put together the second phase or the implementation phase. The grant would pay for the engineering fees.

Councilor Schocke asked if the first part is merely putting together an application, then what's so complicated about that? I don't know as I've never done one. I don't know. Just to answer all these questions and submit the application.

Maria responded that the Clerk-Treasurer included it in tonight's meeting packet the application grant and it's like 93 pages.

Councilor Black asked if there were any more questions and could we place the application grant on the agenda for next Monday's meeting to vote on it?

The Clerk-Treasurer said he didn't think Maria wanted the Council to vote on the application process but rather would the Council instruct the proper officer

to advertise for additional appropriation in the amount of \$9,800 to fund the application process.

Public Works Director, Mark Knesek commented that before applying for the grant, the Town really needs to know what their needs are. In order to do that, the Town should put together a plan. A consultant won't know the Town or the streets or the Town's needs. Most of these safe street grants, like this one, have been used to put in roundabouts or other projects like that. Highland does not have room for roundabouts. We need to let the consultant know what are needs are. If it's 45th/Spring/Industrial Drive that would be fine. Then that would be our project. But I know some have talked about reducing Kennedy Avenue to 2 lanes and put in angle parking, slowing the traffic down and making the street safer. That is a main artery through Town and that would back up traffic up and down Kennedy. Redevelopment thought about doing that a few years back and decided against it. The same thinking was being proposed for Ridge Road. Obviously, you can't reduce Ridge Road down to 2 lanes. One of the only legitimate spots would be 45th/Spring/Industrial Drive. He said you might want to ask your traffic engineer or Derek Snyder if they felt 45th/Spring/Industrial Drive would qualify for a Safe Streets Grant. That's probably the first thing we should do is ask if a project like that will qualify? Highway is out because it is already considered a safe street with bump outs and angle parking which slows traffic down. Maybe we could add more signage. A lot of these plans include adding more signage.

Councilor Black said what I think is getting missed here is that in order to have a consultant process and submit the application or the 1st phase we need \$9,800. The project maybe 45th/Spring/Industrial Drive but we can't move onto the second phase or implementation phase if we don't submit and get accepted for phase 1. Phase 2 would require an additional consultant.

Maria said the \$9,800 is for a consultant to put together and submit the application which emphasizes leadership, commitment and goal setting to eliminate roadway fatalities and serious injuries. The next stage would be safety analysis, engagement and collaboration of the public and stakeholders. To receive feedback from the private sector and community groups on a project.

Councilor Schocke said if SEH successfully submitted a plan for the City of East Chicago last year, why can't the Town of Highland obtain a copy of theirs and simply white out the name of the City of East Chicago and fill in the name of Highland? That might cost \$10 versus \$10,000.

Maria said the benefit of using SEH is they have written this grant already and is very familiar with it. He did say that would reduce the cost to Highland. But the application grant is very specific to your own population.

Councilor Schocke said on the one hand it sounds super complicated but on the other hand it is super easy as they have money to dovel out.

Mark Knesek said may it would be advantageous to have Dan Botich attend next Monday's meeting to explain it to the Council before a vote is taken.

Councilor Schocke began asking Maria about her email where the consulting fees for SEH went from \$15,000 to \$20,000. Was the increase the result of the proposed grant or did SEH reduce their cost from \$9,800 to \$5,000.

Maria responded no. The original contract for SEH was \$15,000 but Redevelopment has already used up that amount of money and are requesting an additional \$5,000. The grant writing of \$9,800 is totally separate reminding the Council she received a second quote to complete the application process for \$15,000. She said the funding would come from the infrastructure bill and its an 80/20 grant not a 50/50 grant and this grant also covers staff time. The Council does not have to proceed. President Black asked me to follow-up to see if Highland might qualify.

Councilor Black again asked if there were any additional questions. Hearing none, he instructed the Clerk-Treasurer to put the request to instruct the proper officer to advertise for an additional appropriation in the amount of \$9,800 on next Monday's agenda.

An official website of the United States government [Here's how you know](#)

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Related Links

- [FY23 SS4A NOFO on Grants.gov](#)
- [Bipartisan Infrastructure Law Technical Assistance and Local Support \(FHWA\)](#)
- [Complete Streets \(FHWA\)](#)
- [Countermeasures That Work \(NHTSA\)](#)
- [Local Road Safety Plans \(FHWA\)](#)
- [Our Roads, Our Safety \(FMCSA\)](#)
- [Proven Safety Countermeasures \(FHWA\)](#)
- [Zero Deaths – Saving Lives through a Safety Culture and a Safe System \(FHWA\)](#)

Related Documents

- [USDOT National Roadway Safety Strategy](#)

Safe Streets and Roads for All (SS4A) Grant Program

The [Bipartisan Infrastructure Law](#) (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with **\$5 billion** in appropriated funds over 5 years. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.



The SS4A program supports Secretary of Transportation Pete Buttigieg's [National Roadway Safety Strategy](#) and the Department's goal of zero deaths and serious injuries on our nation's roadways.

FY23 NOFO Is Open, Now through July 10, 2023

The [fiscal year \(FY\) 2023 Notice of Funding Opportunity \(NOFO\)](#) for Safe Streets and Roads for All grants is [live on Grants.gov](#) and open for applications.

The [deadline for applications is 5:00 p.m. \(EDT\) Monday, July 10, 2023](#). Late applications will not be accepted. For details, more information, and applicant guidance:

- [Review the NOFO](#)
- [Visit our How to Apply page](#)
- [Visit our Resources page](#)
- [Review SS4A Frequently Asked Questions](#)
- [Attend a grant application webinar](#)
- [Learn about what's new in 2023](#)

Award announcements are expected to be made by late 2023.

In FY22, USDOT awarded \$800 million in grant awards for over 500 projects through the first round of SS4A funding. [View all of the SS4A 2022 Awards](#).

[Subscribe to email updates](#) to be notified when additional information is available.

Who Is Eligible for Grant Funding?

The following groups of applicants are eligible for the SS4A grant program:

- A political subdivision of a State or territory, defined in the [FY23 Notice of Funding Opportunity](#) as a unit of government created under the authority of State law. This [includes](#) cities, towns, counties, special districts, certain transit agencies, and similar units of local government.
- A federally recognized Tribal government.
- Metropolitan planning organizations (MPOs).
- A multijurisdictional group of entities from the ones described above (select one lead applicant from group).

[Learn more about SS4A eligibility.](#)

Eligible Activities

The following activities are eligible for the SS4A program:

- **Develop** or update a comprehensive safety action plan (Action Plan). This includes:
 - Developing an Action Plan;
 - Conducting supplemental planning in support of an Action Plan; and

Contact Us

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Development, Strategic
Planning, and
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Email: SS4A@dot.gov

If you are deaf, hard of
hearing, or have a speech
disability, please dial 7-1-1
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services.

- Carrying out demonstration activities in support of an Action Plan.
- Conducting planning, design, and development activities for projects and strategies identified in an Action Plan.
- Carry out projects and strategies identified in an Action Plan.

There are two types of SS4A grants: Planning and Demonstration Grants and Implementation Grants.

Planning and Demonstration Grants

Action Plan Example Activities

Communities can use Planning and Demonstration Grants to develop or complete an Action Plan, conduct supplemental planning, and/or conduct demonstration activities that will inform the development of an Action Plan.

The comprehensive safety action plan that a Safe Streets and Roads for All grant funds includes the following key components:

- Leadership commitment and goal setting that includes a goal timeline for eliminating roadway fatalities and serious injuries.
- Planning structure through a committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.
- Safety analysis of the existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region.
- Engagement and collaboration with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback.
- Equity considerations developed through a plan using inclusive and representative processes.
- Policy and process changes that assess the current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize transportation safety.
- Strategy and project selections that identify a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan.
- Progress and transparency methods that measure progress over time after an Action Plan is developed or updated, including outcome data.

Supplemental Action Plan Examples

Supplemental Action Plan activities that support or enhance an existing Action Plan could include, but are not limited to:

- Topical safety sub-plans focused on topics such as speed management, vulnerable road users, accessibility for individuals with disabilities, Americans with Disabilities Act of 1990 (ADA) transition plans, health equity, safety-focused Intelligent Transportation System implementation, lighting, or other relevant safety topics
- Road safety audits
- Additional safety analysis and expanded data collection and evaluation using integrated data
- Targeted equity assessments
- Follow-up stakeholder engagement and collaboration
- Reporting on the progress from Action Plan implementation for transparency
- Other roadway safety planning activities that enhance an Action Plan

Demonstration Activity Examples

- Feasibility studies using quick-build strategies that inform permanent projects in the future (e.g., use of paint and plastic delineator posts to experiment with impermanent roadway design changes, use of removable barriers to reallocate roadway space).

- Various Manual on Uniform Traffic Control Device (MUTCD) engineering studies that further safety applications of the MUTCD (e.g., evaluating warrants for traffic signal installation, high-visibility crosswalk markings, bike lane treatments).
- Pilot programs for behavioral or operational activities that include at least one element of the Safe System Approach (e.g., test out a new education campaign's messaging at a small scale, trial changes to how Emergency Medical Services respond to crashes).
- Pilot programs that demonstrate safety benefits of technologies not yet adopted in the community (e.g., variable speed limits, technology for adaptive signal timing, adaptive lighting, Intelligent Transportation Systems, vehicle-to-infrastructure technology). Eligible technologies must be commercially available and at a prototype or advanced technological readiness level.

Implementation Grants

Implementation Example Activities

Implementation Grants fund projects and strategies identified in an Action Plan that address roadway safety problems. Implementation Grants may also fund supplemental planning and demonstration activities as described above on this website, as well as planning, design, and development activities for projects and strategies identified in an Action Plan.

Below are illustrative examples of projects and strategies that could be conducted as part of an Implementation Grant. This list is not intended to be exhaustive in nature and could include infrastructure, behavioral, and operational safety activities identified in an Action Plan:

- Applying low-cost **roadway safety treatments** system-wide, such as left- and right-turn lanes at intersections, centerline and shoulder rumble strips, wider edge lines, high-friction surface treatments, road diets, and better signage along high-crash urban and rural corridors.
- **Identifying and correcting common risks** across a network, such as improving pedestrian crosswalks by adding high-visibility pavement markings, lighting, and signage at transit stops, in a designated neighborhood, or along a busy public transportation route.
- **Transforming a roadway corridor** on a High-Injury Network into a Complete Street with safety improvements to control speed, separate users, and improve visibility, along with other measures that improve safety for all users.
- **Installing pedestrian safety enhancements** and closing network gaps with sidewalks, rectangular rapid-flashing beacons, signal improvements, and audible pedestrian signals for people walking, rolling, or using mobility assisted devices.
- **Supporting the development of bikeway networks** with bicycle lanes for different roadway volumes and speeds that are safe for people of all ages and abilities.
- Carrying **out speed management strategies** such as implementing traffic calming road design changes, addressing speed along key corridors through infrastructure, conducting education and outreach, setting appropriate speed limits, and making strategic use of speed safety cameras.
- **Creating safe routes** to school and public transit services through multiple activities that lead to people safely walking, biking, and rolling in underserved communities.
- Promoting the adoption of innovative technologies or strategies to promote safety and protect vulnerable road users in high-traffic areas where commercial motor vehicles (CMVs), pedestrians, bicyclists, motorcyclists, etc. interact.
- Conducting **education campaigns** to accompany new or innovative infrastructure, such as roundabouts, pedestrian hybrid beacons, or pedestrian-only zones.
- Reducing **roadway departure crashes** through enhanced delineation, shoulder widening, rumble strips, and roadside safety improvements.
- Evaluating and **improving the safety of intersections** by considering innovative design changes, improved delineation, and advanced warning.

Implementation Grant applicants may also "bundle" supplemental planning and demonstration activities with funding proposals for projects and strategies. These additional activities do not need to be in the same area as the projects and strategies, and could be addressing a separate safety issue.

3/5

DOT will evaluate such activities separately from projects and strategies. Some examples include:

- Working with community members in an identified problem area to carry out quick-build street design changes informed by outreach and user input.
- Unifying and integrating safety data across jurisdictions where local agencies share their crash, roadway inventory, and traffic volume data to create an analytic data resource.
- Testing out the deployment advanced transportation technologies, such as the installation of connected intersection-based safety solutions and vehicle-to-infrastructure (V2I) advisory speed limit systems (e.g., Intelligent Speed Assistance [ISA]).
- Improving first responder services with improved crash data collection, formalizing street names and addressing, and enhancing emergency vehicle warning systems.
- Implementing standard and novel data collection and analysis technologies and strategies to better understand vulnerable road user (pedestrian/bicycle/transit rider) network gaps and to collect exposure data.

Email Updates

To sign up for updates, please enter your contact information below.

*Email Address

Last updated: Tuesday, April 4, 2023

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DEPARTMENT OF TRANSPORTATION

Office of the Secretary of Transportation

DOT-OST-2023-0048

USDOT FY23 Safe Streets and Roads for All Funding

AGENCY: Office of the Secretary of Transportation, U.S. Department of Transportation (DOT or the Department)

ACTION: Notice of Funding Opportunity (NOFO), Assistance Listing # 20.939

SUMMARY: The purpose of this notice is to solicit applications for Safe Streets and Roads for All (SS4A) grants. Funds for the fiscal year (FY) 2023 SS4A grant program are to be awarded on a competitive basis to support planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians; bicyclists; public transportation, personal conveyance, and micromobility users; motorists; and commercial vehicle operators.¹

DATES: Applications must be submitted by 5:00 PM EDT on Monday, July 10, 2023. Late applications will not be accepted.

ADDRESSES: Applications must be submitted via Valid Eval, an online submission proposal system used by USDOT, at https://usg.valideval.com/teams/usdot_ss4a_2023_implementation/signup for Implementation Grant applicants, and https://usg.valideval.com/teams/usdot_ss4a_2023_planning_demo/signup for Planning and Demonstration Grants. Customer support for Valid Eval can be reached at support@valideval.com.

FOR FURTHER CONTACT INFORMATION: Please contact the SS4A grant program staff via email at SS4A@dot.gov, or call Paul Teicher at 202-366-4114. A telecommunications device for the deaf (TDD) is available at 202-366-3993. In addition, DOT will regularly post answers to questions and requests for clarifications, as well as schedule information regarding webinars providing additional guidance, on DOT's website at <https://www.transportation.gov/grants/SS4A>. The deadline to submit technical questions is June 16, 2023. The NOFO is listed under opportunity number DOT-SS4A-FY23-01 at [grants.gov](https://www.transportation.gov/grants/SS4A).

SUPPLEMENTARY INFORMATION: Each section of this notice contains information and instructions relevant to the application process for SS4A grants, and all applicants should read this notice in its entirety so that they have the information they need to submit eligible and competitive applications.

Section	Content
N/A	Summary Information
A	Program Description
B	Federal Award Information
C	Eligibility Information
D	Application and Submission Information
E	Application Review Information
F	Federal Award Administration Information
G	Federal Awarding Agency Contacts

¹The term "pedestrians" is inclusive of all users of the pedestrian infrastructure, including persons with disabilities.

Section	Content
H	Other Information

Section A (Program Description) describes the Department’s goals and purpose in making awards, and Section E (Application Review Information) describes how the Department will select from eligible applications. To support applicants through the process, the Department will provide technical assistance and resources at <https://www.transportation.gov/grants/SS4A>.

DEFINITIONS

Term	Definition
Applicant’s Jurisdiction(s)	The U.S. Census tract/tracts where the applicant operates or performs their safety responsibilities. If an applicant is seeking funding for multiple jurisdictions, all of the relevant Census tracts for the jurisdictions covered by the application should be included.
Complete Streets	Standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, personal conveyance and micromobility users, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles. ²
Comprehensive Safety Action Plan	A comprehensive safety action plan (referred to as an Action Plan) is aimed at preventing roadway fatalities and serious injuries in a locality or region or on Tribal land. This can be either a plan developed with a Planning and Demonstration Grant, or a previously developed plan that is substantially similar and meets the eligibility requirements (e.g., a Vision Zero plan or similar plan). See Table 1 for a detailed description.
Equity	The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, Indigenous and Native Americans, Asian Americans and Pacific Islanders, and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.
High-Injury Network	Identifies the highest concentrations of traffic crashes resulting in serious injuries and fatalities within a given roadway network or jurisdiction.

² The definition is based on the “Moving to a Complete Streets Design Model: A Report to Congress on Opportunities and Challenges,” <https://highways.dot.gov/sites/fhwa.dot.gov/files/2022-03/Complete%20Streets%20Report%20to%20Congress.pdf>. Also see <https://highways.dot.gov/complete-streets>.

Term	Definition
Micromobility	Any small, low-speed, human- or electric-powered transportation device, including bicycles, scooters, electric-assist bicycles, electric scooters (e-scooters), and other small, lightweight, wheeled conveyances. ³
Personal Conveyance	A personal conveyance is a device, other than a transport device, used by a pedestrian for personal mobility assistance or recreation. These devices can be motorized or human powered, but not propelled by pedaling (e.g., a wheelchair). ⁴
Political Subdivision of a State	A unit of government created under the authority of State law. This includes cities, towns, counties, special districts, certain transit agencies, and similar units of local government. A transit district, authority, or public benefit corporation is eligible if it was created under State law, including transit authorities operated by political subdivisions of a State.
Rural	For the purposes of this NOFO, jurisdictions outside an Urban Area (UA) or located within Urban Areas with populations fewer than 200,000 will be considered rural. Lists of UAs are available on the U.S. Census Bureau website at https://www2.census.gov/geo/docs/reference/ua/2020_Census_ua_list_all.xlsx .
Safe System Approach	A guiding principle to address the safety of all road users. It involves a paradigm shift to improve safety culture, increase collaboration across all safety stakeholders, and refocus transportation system design and operation on anticipating human mistakes and lessening impact forces to reduce crash severity and save lives. ^{5,6}

³ Source: FHWA, Public Roads Magazine, Spring 2021, "Micromobility: A Travel Innovation." Publication Number: FHWA-HRT-21-003

⁴ <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/813251>, see page 127 for the full definition as defined in the 2020 FARS/CRSS Coding and Validation Manual.

⁵ See: <https://www.transportation.gov/NRSS/SafeSystem>

⁶ Safety culture can be defined as the shared values, actions, and behaviors that demonstrate a commitment to safety over competing goals and demands.

Term	Definition
Underserved Community	<p>An underserved community as defined for this NOFO is consistent with the Office of Management and Budget (OMB) and DOT definitions of a disadvantaged community designation, which includes any Tribal land; any territory or possession of the United States; or U.S. Census tracts identified in one of the following tools (may only select one option to identify underserved communities):</p> <ul style="list-style-type: none"> • The interim USDOT Equitable Transportation Community Explorer (ETCE) https://experience.arcgis.com/experience/0920984aa80a4362b8778d779b090723/page/Applicant-Explorer/ • Any subsequent iterations of the ETCE released during the NOFO period; or • The Climate and Economic Justice Screening Tool (CEJST) to identify disadvantaged communities https://screeningtool.geoplatform.gov/ <p>Funds to underserved communities are spent in, and provide benefits to, underserved communities.</p>

A. Program Description

1. Overview

Section 24112 of the Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”) authorized and appropriated \$1 billion to be awarded by the Department of Transportation for FY 2023 for the SS4A grant program. This NOFO solicits applications for activities to be funded under the SS4A grant program. The FY 2023 funding will be implemented, as appropriate and consistent with law, in alignment with the priorities in Executive Order 14052, Implementation of the Infrastructure Investment and Jobs Act (86 FR 64355).

The purpose of SS4A grants is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development and refinement and implementation focused on all users, including pedestrians, bicyclists, public transportation users, motorists, personal conveyance and micromobility users, and commercial vehicle operators. The program provides funding to develop the tools to help strengthen a community’s approach to roadway safety and save lives and is designed to meet the needs of diverse local, Tribal, and regional communities that differ dramatically in size, location, and experience administering Federal funding.

The FY 2023 NOFO incorporates lessons learned from the FY 2022 NOFO, and substantively differs in a few ways:

- Applications are submitted through Valid Eval instead of Grants.gov. The application structure for the key information table and other application submission details has been standardized through Valid Eval.
- Updated the definition of an underserved community, with different tools to determine whether a U.S. Census tract is an underserved community.
- Planning and Demonstration Grants replaced Action Plan Grants from FY 2022, with a number of substantive changes throughout the NOFO:
 - Section A further clarifies eligible planning and demonstration activities;
 - Section B.3 changed the expected minimum and maximum award range to \$100,000 to \$10 million;
 - Section B.4 has a longer expected period of performance under certain circumstances;

- o Section C.3 has changed eligibility requirements and allows applicants currently developing a comprehensive safety action plan to request additional funding for planning and demonstration; and
- o Section E has a revised selection criteria requirement for the "Additional Safety Context" narrative, which is now expected to be between 1 and 2 pages.
- Implementation Grants had the following substantive changes:
 - o Section B.3 changed the expected minimum and maximum award range to \$2.5 million to \$25 million;
 - o Section E selection criteria were refined, and a fifth selection criterion specifically for applicants who bundle planning and supplemental planning was added; and
 - o Section E award selection considerations were expanded to include rural areas, whether the applicant is identified as a priority community within the Federal Thriving Communities Network, requests less than \$10 million, and selections that support diversity amongst the award recipients, in addition to project readiness and percent of funds to underserved communities.

2. Grant Options and Deliverables

The SS4A program provides funding for two main types of grants: **Planning and Demonstration Grants** for comprehensive safety action plans, including supplemental safety planning, and/or safety demonstration activities; and **Implementation Grants**. Planning and Demonstration Grants are used to develop, complete, or supplement a comprehensive safety action plan, as well as carry out demonstration activities that inform an Action Plan. Implementation Grants are used to implement strategies or projects that are consistent with an existing Action Plan and may also bundle funding requests for supplemental planning and demonstration activities that inform an Action Plan. To apply for an Implementation Grant, an eligible applicant must have a qualifying Action Plan; see Section C for what constitutes a qualifying Action Plan. Applicants for Implementation Grants can self-certify that they have one or more plans in place by June 2023 that together are substantially similar to and meet the eligibility requirements for an Action Plan.

i. Planning and Demonstration Grants

Planning and Demonstration Grants have three different types of activities:

- a) Develop an Action Plan;
- b) Conduct supplemental safety planning to enhance an Action Plan; and
- c) Carry out demonstration activities to inform the development of, or an update to, an Action Plan.

The three different types of activities under Planning and Demonstration Grants can either be bundled together into one application, or an applicant may choose to request funding for only one of the activities. Applicants may only apply for a single grant type, but both grant types have the option to include Planning and Demonstration projects under them. The development of, or updates to, an Action Plan must be the intended end result of each supplemental planning and demonstration activity. Further information on which activities can be bundled together are described in Section C.3.i.

a) Action Plan

An Action Plan is the foundation of the SS4A grant program. Grants for Action Plans provide Federal funds to eligible applicants to develop, complete, or enhance an Action Plan.

The primary deliverable is a publicly available Action Plan. For the purposes of the SS4A grant program, an Action Plan includes the components in Table 1. DOT considers the process of developing an Action Plan to be critical for success, and the components reflect a process-oriented set of activities.

Table 1: Action Plan Components

Component	Description
Leadership Commitment and Goal Setting	An official public commitment (e.g., resolution, policy, ordinance) by a high-ranking official and/or governing body (e.g., Mayor, City Council, Tribal Council, metropolitan planning organization [MPO], Policy Board) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following: (1) the target date for achieving zero roadway fatalities and serious injuries, OR (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.
Planning Structure	A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.
Safety Analysis	Analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region. Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, pedestrians, transit users, etc.). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographics, and structural issues). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a <u>High-Injury Network</u> or equivalent).
Engagement and Collaboration	Robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practicable.
Equity Considerations	Plan development using inclusive and representative processes. Underserved communities are identified through data and other analyses in collaboration with appropriate partners. Analysis includes both population characteristics and initial equity impact assessments of the proposed projects and strategies.
Policy and Process Changes	Assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.

Component	Description
Strategy and Project Selections	<p>Identification of a comprehensive set of projects and strategies—shaped by data, the best available evidence and noteworthy practices, and stakeholder input and equity considerations—that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a Safe System Approach and effective interventions and consider multidisciplinary activities. To the extent practicable, data limitations are identified and mitigated.</p> <p>Once identified, the projects and strategies are prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and strategies, and explains prioritization criteria used. The list should contain interventions focused on infrastructure, behavioral, and/or operational safety.</p>
Progress and Transparency	<p>Method to measure progress over time after an Action Plan is developed or updated, including outcome data. A means to ensure ongoing transparency is established with residents and other relevant stakeholders. The approach must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries and public posting of the Action Plan online.</p>

Applicants requesting funds to develop an Action Plan may also request funding for supplemental planning and demonstration activities subsequently described in Section A.2.i.b and A.2.i.c below. The goal of an Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a locality, Tribe, or region. Further information on eligibility requirements is in Section C.

b) Supplemental Planning

Supplemental action plan activities support or enhance an existing Action Plan. To only fund supplemental Action Plan activities through the SS4A program, an applicant must have an existing Action Plan; have a plan that is substantially similar and meets the eligibility requirements for having an existing plan; or be in the process of completing an Action Plan described in Table 1. Examples of supplemental planning include:

- Topical safety sub-plans focused on topics such as speed management, vulnerable road users, accessibility for individuals with disabilities, Americans with Disabilities Act of 1990 (ADA) transition plans, health equity, safety-focused Intelligent Transportation System implementation, lighting, or other relevant safety topics
- Road safety audits
- Additional safety analysis and expanded data collection and evaluation using integrated data
- Targeted equity assessments
- Required supplemental planning as a condition to receiving an Implementation Grant award as described in Section A.2.ii:
 - Updating Action Plans finalized and last updated in 2020 or earlier
 - Broadening the road user focus to include all road users
 - Updating plan components laid out in Table 1 and missing in an eligible plan
- Follow-up stakeholder engagement and collaboration
- Reporting on the progress from Action Plan implementation for transparency
- Other roadway safety planning activities that enhance an Action Plan

The final deliverable for supplemental planning is a written product that connects to, and enhances, an Action Plan. Final products shall be made publicly available. Additional information on supplemental planning is located at <https://www.transportation.gov/grants/SS4A>.

c) *Demonstration Activities*

Demonstration activities inform an Action Plan by testing proposed project and strategy approaches to determine their potential benefits and future scope; demonstration activities are temporary. Demonstration activities must measure potential benefits through data collection and evaluation and inform an Action Plan's list of selected projects and strategies and their future implementation. To receive funds only for demonstration activities through the SS4A program, an applicant must have an existing Action Plan, have a plan that is substantially similar and meets the eligibility requirements for having an existing plan, or be in the process of completing an Action Plan described in Table 1. Demonstration activities could include:

- Feasibility studies using quick-build strategies that inform permanent projects in the future (e.g., use of paint and plastic delineator posts to experiment with impermanent roadway design changes, use of removable barriers to re-allocate roadway space).
- Various MUTCD Engineering Studies that further safety applications of the MUTCD (e.g., evaluating warrants for traffic signal installation, high-visibility crosswalk markings, bike lane treatments, etc.).
- Pilot programs for behavioral or operational activities that include at least one element of the Safe System Approach (e.g., test out a new education campaign's messaging at a small scale, trial changes to how Emergency Medical Services respond to crashes).
- Pilot programs that demonstrate safety benefits of technologies not yet adopted in the community (e.g., variable speed limits, technology for adaptive signal timing, adaptive lighting, Intelligent Transportation Systems, vehicle-to-infrastructure technology, etc.).⁷ Eligible technologies must be commercially available and at a prototype or advanced technological readiness level.⁸

Demonstration activities and pilot programs must inform Action Plans through small-scale tests with finite trial periods intended to gauge potential project and strategy effectiveness that will lead to project and strategy selection at a systemic level. The final deliverable is an assessment of the demonstration activities and an updated Action Plan that incorporates the information gathered from the demonstration activities into the Action Plan's list of projects or strategies and/or informs another part of the Action Plan. DOT intends to prioritize demonstration activities that are set up within 18 months (e.g., quick-builds on the roadway, pilot project established).

ii. *Implementation Grants*

Implementation Grants fund projects and strategies identified in an Action Plan that address roadway safety problems. Implementation Grants may also fund supplemental planning and demonstration activities as described in Section A.2.i, as well as planning, design, and development activities for projects and strategies identified in an Action Plan. DOT encourages Implementation Grant applicants to include supplemental planning and demonstration activities in their application. Applicants must have an existing Action Plan to apply for Implementation Grants or have an existing plan that is substantially similar and meets the eligibility requirements of an Action Plan. If applicants do not have an existing Action Plan, they should apply for Planning and Demonstration Grants and **NOT** Implementation Grants.

The Action Plan components may be contained within several plans. DOT requires applicants who have an Action Plan that is missing components required in Table 1 but still have a substantially similar plan based on the Self-Certification Eligibility Worksheet outlined in Section C to update an Action Plan to contain all components in a Comprehensive Safety Action Plan as outlined in Table 1. Updating an existing Plan to address missing components is a condition to receive Implementation Grant funding, and applicants applying for Implementation Grants can request to use SS4A supplemental planning funds to update an existing Action Plan to conform with all the components in Table 1. Additional information on eligibility requirements and eligible activities is in Section C below.

⁷ Eligible vehicle-to-infrastructure demonstrations use interoperable vehicle-to-infrastructure (V2X) communications capabilities using 4G LTE cellular V2X (C-V2X) technology in the 5.905 – 5.925 GHz spectrum frequency band to enable safety applications for public fleet vehicles.

⁸ The corresponding level would be "Development," level 7 Prototype demonstrated in operational environment. See <https://www.fhwa.dot.gov/publications/research/ear/17047/17047.pdf>.

3. SS4A Grant Priorities

This section discusses priorities specific to SS4A and those related to the Department's overall mission, which are reflected in the selection criteria and NOFO requirements. Successful grant applications will:

- Promote safety to prevent death and serious injuries on public roadways;
- Employ low-cost, high-impact strategies that can improve safety over a wide geographic area;
- Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities;
- Incorporate evidence-based projects and strategies and adopt innovative technologies and strategies;
- Demonstrate engagement with a variety of public and private stakeholders; and
- Align with the Department's mission and Strategic Goals such as safety; climate change and sustainability; equity and Justice40; and workforce development, job quality, and wealth creation.⁹

The Department seeks to award Planning and Demonstration Grants based on safety impact, equity, and other safety considerations. For Implementation Grants, DOT seeks to make awards to projects and strategies that save lives and reduce roadway fatalities and serious injuries; incorporate equity, engagement, and collaboration into how projects and strategies are executed; use effective practices and strategies; consider climate change, sustainability, and economic competitiveness in project and strategy implementation; and will be able to complete the full scope of funded projects and strategies within five years after the establishment of a grant agreement. Additional award consideration will be made for Implementation Grant applicants that have a high percentage of funds that benefit underserved communities, are in rural areas, request less than \$10 million in Federal funds, and/or support geographic diversity amongst the Implementation Grant award recipients. Section D provides more information on the specific measures an application should demonstrate to support these goals.

The SS4A grant program aligns with both Departmental and Biden-Harris Administration activities and priorities. The National Roadway Safety Strategy (NRSS, issued January 27, 2022) commits the Department to respond to the current crisis in roadway fatalities by "taking substantial, comprehensive action to significantly reduce serious and fatal injuries on the Nation's roadways," in pursuit of the goal of achieving zero roadway deaths through a Safe System Approach.¹⁰ DOT recognizes that zero is the only acceptable number of deaths on our roads, and SS4A program outcomes align with the NRSS and support the FY 2022-2026 DOT Strategic Plan safety performance goals such as a medium-term goal of a two-thirds reduction in roadway fatalities by 2040.¹¹ DOT also incentivizes communities to adopt and implement Complete Streets policies that prioritize the safety of all users in transportation network planning, design, construction, and operations, and encourages applicants to use a Complete Streets design model on roadways where adjacent land use suggests that trips could be served by varied modes.¹² For applicants seeking to use innovative technologies and strategies, the Department's Innovation Principles serve as a guide to ensure innovations reduce deaths and serious injuries while committing to the highest standards of safety across technologies.¹³

This NOFO aligns with and considers Departmental policy priorities that have a nexus to roadway safety and grant funding. Consistent with the Department's implementation of Executive Order 14008, Tackling the Climate Crisis at Home and Abroad (86 FR 7619), the Department seeks to fund applications that address equity and environmental justice, particularly for communities that have experienced decades of underinvestment and are most impacted by climate change, pollution, and environmental hazards.¹⁴ Additionally, DOT seeks to fund projects that reduce greenhouse gas emissions in the transportation sector, including those that improve safety for low- and zero-emission modes of travel. Applicants should also consider the incorporation of evidence-based

⁹ FY 2022-2026 USDOT Strategic Plan <https://www.transportation.gov/dot-strategic-plan>.

¹⁰ <https://www.transportation.gov/NRSS>.

¹¹ <https://www.transportation.gov/dot-strategic-plan>.

¹² More information on Complete Streets can be found at <https://highways.dot.gov/complete-streets>.

¹³ <https://www.transportation.gov/priorities/innovation/us-dot-innovation-principles>. Released January 6, 2022.

¹⁴ See the definition of an underserved community, which includes Census tracts identified in the OMB CEJST and DOT ETCE tools.

climate resilience measures and features; reduce the lifecycle greenhouse gas emissions from project materials; avoid adverse environmental impacts to air or water quality, wetlands, and endangered species; and address the disproportionate negative environmental impacts of transportation on disadvantaged communities.

Consistent with Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government (86 FR 7009), the Department seeks to award funds under the SS4A grant program that will create proportional impacts to all populations in a project area, remove transportation related disparities to all populations in a project area, and increase equitable access to project benefits. An important area for DOT's focus is the disproportionate, adverse safety impacts that affect certain groups on our roadways, particularly people walking, biking, and rolling in underserved communities. In accordance with the Americans with Disabilities Act of 1990 (ADA), awards focused on infrastructure and demonstration activities must ensure that newly constructed facilities in the public right-of-way are accessible to, and usable by, individuals with disabilities to the extent that it is not structurally impracticable to do so. The ADA also requires that, when an existing facility is altered, the altered facility be made accessible to and usable by individuals with disabilities to the maximum extent feasible (28 CFR 35.151[a] and 35.151[b]). See Section E of this NOFO for climate and equity-related selection criteria and Section F for related award administration requirements.

The Department intends to use the SS4A program to support the creation of good-paying jobs with the free and fair choice to join a union and the incorporation of strong labor standards and training and placement programs, especially registered apprenticeships, in project planning stages, consistent with Executive Order 14025, Worker Organizing and Empowerment (86 FR 22829), and Executive Order 14052, Implementation of the Infrastructure Investment and Jobs Act (86 FR 64335). The Department also intends to use the SS4A program to support wealth creation, consistent with the Department's Equity Action Plan through the inclusion of local inclusive economic development and entrepreneurship such as the utilization of Disadvantaged Business Enterprises, Minority-owned Businesses, Women-owned Businesses, or 8(a) firms.

B. Federal Award Information

1. Total Funding Available

The BIL established the SS4A program with \$5,000,000,000 in advanced appropriations in Division J, including \$1,000,000,000 for FY 2023. Additionally, DOT has \$177,213,000 in FY 2022 carryover funds set aside for Planning and Demonstration Grants as well as certain eligible safety planning and demonstrative activities that may be included under an Implementation Grant request. Therefore, this Notice makes available up to \$1,177,213,000 for FY 2023 grants under the SS4A program. Refer to Section D for greater detail on additional funding considerations and Section D.5 for funding restrictions.

2. Availability of Funds

Grant funding obligation occurs when a selected applicant and DOT enter into a written grant agreement after the applicant has satisfied applicable administrative requirements. Unless authorized by DOT in writing after DOT's announcement of FY 2023 SS4A grant awards, any costs incurred prior to DOT's obligation of funds for activities ("pre-award costs") are ineligible for reimbursement and may not be used as matching funds. All SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds.

3. Award Size and Anticipated Quantity

In FY 2023, DOT expects to award hundreds of Planning and Demonstration Grants and up to one hundred Implementation Grants. The Department reserves the right to make more, or fewer, awards. DOT reserves the discretion to alter minimum and maximum award sizes upon receiving the full pool of applications and assessing the needs of the program in relation to the SS4A grant priorities in Section A.3. Federal funding requests must be made in whole dollar amounts (no cents).

iii. Planning and Demonstration Grants

→ For Planning and Demonstration Grants, award amounts will be based on estimated costs, with an expected minimum of \$100,000 and an expected maximum of \$10,000,000 for all applicants. The Department expects larger award amounts for a metropolitan planning organization (MPO), an application comprised of a multijurisdictional group of entities that is regional in scope (e.g., a multijurisdictional group of counties, a council of governments and cities within the same region), or those who are conducting activities in a large geographic area. The Department will consider applications with funding requests under the expected minimum award amount. DOT reserves the right to make Planning and Demonstration Grant awards less than the total amount requested by the applicant.

An application that engages multiple jurisdictions in the same region is encouraged in order to ensure collaboration across multiple jurisdictions and leverage the expertise of agencies with established financial relationships with DOT and knowledge of Federal grant administration requirements. For applicants developing a new Action Plan, the application may propose the development of a single Action Plan covering all jurisdictions, several plans for individual jurisdictions, or a system to administer sub-awards to entities within its jurisdiction.

Of the total amount available, DOT anticipates that it will award at least \$250 million for demonstration activities that will inform the development of an Action Plan, as described in Section A.

iv. Implementation Grants

For Implementation Grants, DOT expects the minimum award will be \$2,500,000 and the maximum award will be \$25,000,000. DOT reserves the right to make Implementation Grant awards less than the total amount requested by the applicant.

4. Start Dates and Period of Performance

DOT expects to obligate SS4A award funding via a signed grant agreement between the Department and the recipient, as flexibly and expeditiously as possible, within 12 months after awards have been announced. Applicants who have never received Federal funding from DOT before are encouraged to partner with eligible applicants within the same region, such as an MPO, that have established financial relationships with DOT and knowledge of Federal grant administration requirements. While States are not eligible applicants and cannot be a co-applicant (which includes State Departments of Transportation and similar State-level entities), eligible applicants are encouraged to separately coordinate with States and other entities experienced with administering Federal grants, outside of the SS4A grant award process, to ensure effective administration of a grant award. The expected period of performance for Planning and Demonstration Grant agreements is between 12 months and 5 years, depending on the scope and extent of the grant activities. The period of performance for Planning and Demonstration Grant and Implementation Grant agreements may not exceed five years.

5. Data Collection Requirements

Under BIL, the Department shall post on a publicly available website best practices and lessons learned for preventing roadway fatalities and serious injuries pursuant to strategies or interventions implemented under SS4A. Additionally, DOT shall evaluate and incorporate, as appropriate, the effectiveness of strategies and interventions implemented under the SS4A grant program.¹⁵ The Department intends to measure safety outcomes through a combination of grant agreement activities and data collections, DOT data collections already underway, and program evaluations separate from the individual grant agreements in accordance with Section F.3.iii. The grant data-collection requirements reflect the need to build evidence of noteworthy strategies and what works. The Department expects to use the data and outcome information collected before and after evaluations. See Section F for more information about post-award reporting requirements.

¹⁵ BIL specifically cites *Countermeasures That Work: A Highway Safety Countermeasure Guide for State Highway Safety Offices, Ninth Edition* or any successor document, but DOT also is to consider applied research focused on infrastructure and operational projects and strategies.

C. Eligibility Information

1. Eligible Applicants

Eligible applicants for SS4A grants are:

- (1) a metropolitan planning organization (MPO);
- (2) a political subdivision of a State or territory;
- (3) a federally recognized Tribal government; and
- (4) a multijurisdictional group of entities described in any of the aforementioned three types of entities.

A multijurisdictional group of entities described in (4) should identify a lead applicant as the primary point of contact. For the purposes of this NOFO, a political subdivision of a State under (2), above, is defined as a unit of government under the authority of State law. This includes cities, towns, counties, special districts, and similar units of local government. A transit district, authority, or public benefit corporation is eligible if it was created under State law, including transit authorities operated by political subdivisions of a State. States are not eligible applicants, but DOT encourages applicants to coordinate with State entities, as appropriate. Eligible MPOs, transit agencies, and multijurisdictional groups of entities with a regional scope are encouraged to support subdivisions of a State such as cities, towns, and counties with smaller populations within their region. The Department strongly encourages applications that involve multijurisdictional partnerships for Planning and Demonstration Grants and for applicants who have never received Federal funding and can apply with entities experienced in executing DOT grants.

An eligible applicant for an Implementation Grant must also meet at least one of these conditions:

- (1) have ownership and/or maintenance responsibilities over a roadway network;
- (2) have safety responsibilities that affect roadways; or
- (3) have agreement from the agency that has ownership and/or maintenance responsibilities for the roadway within the applicant's jurisdiction.

For the purposes of this NOFO, an applicant's jurisdiction is defined as the U.S. Census tracts where the applicant operates or performs their safety responsibilities.

2. Cost Sharing or Matching

The Federal share of a SS4A grant may not exceed 80 percent of total eligible activity costs. Recipients are required to contribute a local matching share of no less than 20 percent of eligible activity costs. Unless otherwise authorized by statute, all matching funds must be from non-Federal sources. Matching funds may include funding from the applicant, or other eligible non-Federal sources. In accordance with 2 CFR § 200.306, grant recipients may use in-kind or cash contributions toward local match requirements so long as those contributions meet the requirements under 2 CFR § 200.306(b). Any in-kind contributions used to fulfill the cost-share requirement for both Planning and Demonstration Grants and Implementation Grants must:

- Be in accordance with the cost principles in 2 CFR § 200 Subpart E;
- Include documented evidence of completion within the period of performance; and
- Support the execution of the eligible activities in Section C.4.

SS4A funds will reimburse recipients only after a grant agreement has been executed, allowable expenses are incurred, and valid requests for reimbursement are submitted. Grant agreements are expected to be administered on a reimbursement basis, and at the Department's discretion alternative funding arrangements may be established on a case-by-case basis.

3. Grant Eligibility Requirements

If an applicant is eligible for both a Planning and Demonstration Grant and an Implementation Grant, the applicant may only apply for a Planning and Demonstration Grant or an Implementation Grant, not both. An eligible applicant may only submit one application to the funding opportunity. Implementation Grant applicants may request funds to bundle supplemental planning and demonstration activities as described in Section A.2.i to update an Action Plan, with funds to implement projects and strategies. Planning and Demonstration Grant funding recipients are not precluded from applying for Implementation Grants in future funding rounds. SS4A award recipients from FY 2022 are eligible to apply in FY 2023.

i. Planning and Demonstration Grant Eligibility Requirements

Eligibility requirements are contingent on whether an applicant is requesting funds to develop a new Action Plan, conduct supplemental planning to update an existing Action Plan, and/or carry out demonstration activities to inform the development of or update to an Action Plan. Any applicant that meets the eligibility requirements may apply for a Planning and Demonstration Grant to develop an Action Plan. Applicants applying to develop an Action Plan may also bundle supplemental planning and demonstration activities into their funding request. Applicants with an existing Action Plan may also apply to update their Action Plan. The development of an Action Plan must include all relevant road users and be at a broad, systemic geographic level (e.g., the entire eligible applicant's jurisdiction, and cannot be for a few road segments within a jurisdiction).

If a higher-level jurisdiction (e.g., an MPO or county would be a higher-level jurisdiction for a city or town) has an existing plan in place, or is in the process of completing an Action Plan, an eligible applicant can apply for supplemental planning or demonstration activities without its own plan as long as: 1) the higher-level jurisdiction's Action Plan's geographic boundaries covers the eligible applicant's jurisdiction; 2) the proposed activities are coordinated with the high-level jurisdiction, and the application demonstrates such coordination; and 3) the activities will inform the Action Plan of the higher-level jurisdiction. Duplicative efforts (e.g., requesting funds to develop an Action Plan even though a higher-level jurisdiction already received an FY 2022 award that covers the same area, multiple applicants requesting to carry out the same types of demonstration activities in the same area) will be identified and assessed for merit within the context of other jurisdictions and their planning and demonstration activities. The Department encourages complementary but distinctive activities, including but not limited to demonstration activities that will help inform the development of an Action Plan in an FY 2022 award.

ii. Implementation Grant Eligibility Requirements

To apply for an Implementation Grant, the applicant must certify that they have an existing plan that is substantially similar to an Action Plan. The plan or plans must be uploaded as an attachment to the application or provided as web links to publicly available sites. Applicants should use the Self-Certification Eligibility Worksheet to determine eligibility.¹⁶ The existing plan must be focused, at least in part, on the roadway network within the applicant's jurisdiction. The components required for an existing plan to be substantially similar to an Action Plan may be found in multiple plans. State-level Action Plans (e.g., a Strategic Highway Safety Plan required in 23 U.S.C. § 148, State Highway Safety Plans required in 23 U.S.C. § 402, Commercial Vehicle Safety Plans required in 49 U.S.C. § 31102, etc.) as well as Public Transportation Agency Safety Plans in 49 U.S.C. § 5329 cannot be used as an established plan to apply for an Implementation Grant. If a higher-level jurisdiction (e.g., an MPO, county, etc.) has an existing plan in place that meets the plan eligibility requirements, an eligible applicant covered within the Action Plan's geographic boundaries could apply without its own plan as long as the other eligibility requirements are met.

Further, Implementation Grant applicants who meet any of the following conditions must update their Action Plan during the execution of a grant agreement to align with all the Comprehensive Safety Action Plan components in Table 1 as a condition to receiving SS4A funds:

- Self-Certification Eligibility Worksheet areas that include a "no" response;

¹⁶ <https://www.transportation.gov/grants/ss4a/self-certification-worksheet>.

- Safety focus in the qualifying Action Plan does not include all road users, including pedestrians, bicyclists, and motor vehicle safety; or
- Action Plans last updated more than three years ago (to apply in the first place, applicants must have a plan that was finalized and/or last updated between 2018 and June 2023)

Implementation Grant applicants are encouraged to request supplemental planning funding in their application to complete missing components of an existing plan but may choose to complete such activities without Federal funding.

4. Eligible Activities and Costs

i. Eligible Activities

Broadly, eligible activity costs must comply with the cost principles set forth in 2 CFR, Subpart E (i.e., 2 CFR § 200.403 and § 200.405). DOT reserves the right to make cost eligibility determinations on a case-by-case basis. Eligible activities for grant funding include the following three elements:

- A. Developing a comprehensive safety action plan or Action Plan (i.e., the activities in Table 1, as well as the supplemental planning and demonstration activities described in Section A.2);
- B. Conducting planning, design, and development activities for projects and strategies identified in an Action Plan; and
- C. Carrying out projects and strategies identified in an Action Plan.

For Implementation Grants, activities *must* include element (C) “carrying out projects and strategies identified in an Action Plan,” and *may* include element (B) “conducting planning, design, and development activities for projects and strategies identified in an Action Plan” and/or element (A) “supplemental planning or demonstration activities.” Projects and strategies identified in element (C) must be either infrastructure, behavioral, or operational activities identified in the Action Plan, and must be directly related to addressing the safety problem(s) identified in the application and Action Plan. Applicants may “bundle” different projects, strategies, supplemental planning, and/or demonstration activities into one Implementation Grant application, even if they address different safety problems or are located in different areas. Examples of eligible Implementation Grant activities are listed on the SS4A website located at <https://www.transportation.gov/grants/SS4A>. The following activities are not eligible for element (C) “projects and strategies” nor demonstration activity funding:

- Projects and strategies whose primary purpose is not roadway safety.
- Projects and strategies exclusively focused on non-roadway modes of transportation, including air, rail, marine, and pipeline. Roadway intersections with other modes of transportation (e.g., at-grade highway rail crossings, etc.) are eligible activities.
- Capital projects to construct new roadways used for motor vehicles. New roadway facilities exclusively for non-motorists (e.g., a shared use path) is an eligible activity if the primary purpose is safety related.
- Infrastructure projects primarily intended to expand capacity to improve Levels of Service for motorists on an existing roadway, such as the creation of additional lanes.
- Maintenance activities for an existing roadway primarily to maintain a state of good repair. However, roadway modifications on an existing roadway in support of specific safety-related projects identified in an Action Plan are eligible activities.
- Development or implementation of a public transportation agency safety plan (PTASP) required by 49 U.S.C. § 5329. However, a PTASP that identifies and addresses risks to pedestrians, bicyclists, personal conveyance and micromobility users, transit riders, and others may inform Action Plan development.

Projects, strategies, and demonstration activities must have equity—the consistent, fair, just, and impartial treatment of all people—at their foundation. This includes traffic enforcement strategies. As part of the Safe

x. **Discussion:** 2023 Annual Report – Overlapping Taxing Units

The Clerk-Treasurer advised the Council that the next item on the agenda, the 2023 Annual Report- Overlapping Taxing Units needed to be presented to the Council by the 15th of June. Tonight's meeting serves that purpose as no formal vote is required. This is essentially the same presentation that Dan Botich made to the Council at its April 10, 2023 meeting. The Town Council voted to accept the Annual Report of the Redevelopment Commission for the Fiscal year 2022. The Redevelopment Commission, pursuant to IC 36-7-14 must make an annual determination prior to June 15 of each year of the amount, if any, of the assessed value of the taxable property in each of the Allocation Areas. The Redevelopment Commission adopted, at their February 28, 2023 meeting, four (4) resolutions (2023-04; 2023-05; 2023-06; 2023-07), one each for the designated allocation area in the Highland Redevelopment District, which were then sent to Deanna Prince, Director of Taxation and filed in the in the Office of the Lake County Auditor on June 5, 2023. The resolutions, as approved by the Highland Redevelopment Commission for the January 1, 2023 Capture Notices of Determination for tax increment revenue payable in 2024. The determination notices were uploaded into gateway by the Clerk-Treasurer. The four (4) Allocation Areas are: Highland Acres Allocation Area (026 Highland 01 – T45451); Highland Commercial Corridors Allocation Area (026 Highland 03 – T45453); Highland Redevelopment (Downtown)Area Allocation Area (026 Highland 02 – T45452); Highland Cardinal Campus Allocation Area (026 Highland 04 – T45454). The individual resolutions were distributed to each of the Councilors. The Commission had determined that, for January 1, 2023 assessment date for taxes payable in 2024, it will need to capture all of the Potential Captured Assessment in the Allocation Area as of June 15, 2023 to satisfy debt service and leases and/or other projects and programs that benefit, in or serving, the Allocation Area as identified in the Economic Development Plan. In each of the allocation areas, there is no excess assessed value that may be allocated to the other taxing units impacted by the Allocation Area in the manner prescribed by Section 39(b)(4)(B)(ii) of the Act.

The acceptance of the determinations by the Town Council is all that is necessary. Discussion at the Town Council meeting confirms its receipt. No other action is necessary for the determinations.

Redevelopment Commission TOWN OF HIGHLAND

3333 Rldge Road ♦ Highland, Indiana ♦ 219-972-7598 ♦ fax 219-972-5097

March 1, 2023

Deanna Prince, Director of Taxation
Office of the Lake County Auditor
2293 N. Main Street
Crown Point, IN 46307

RE: Highland Acres Allocation Area (026 Highland 01 – T45451)
January 1, 2023 Capture Notice Pursuant to I.C. 36-7-14-39(b)(4)(B)

Dear Ms. Prince:

In accordance with Indiana Code ("I.C.") 36-7-14 (the "Act") Section 39(b)(4)(A) and 50 IAC 8-2-4, the Highland Redevelopment Commission (the "Commission") must make an annual determination prior to June 15 of each year of the amount, if any, of the assessed value of taxable property in the Highland Acres Allocation Area (the "Allocation Area") for the most recent assessment date (the "Allocation Area Assessment") minus the base assessed value (the "Base Assessment"), when multiplied by the estimated tax rate of the Allocation Area, will exceed the amount of assessed value needed (the "Captured Assessed Value") to produce the property taxes (the "Tax Increment") necessary to make, when due, principal and interest payments on bonds and to support and satisfy other purposes of the Commission in compliance with Section 39(b)(3) of the Act.

In addition, effective July 1, 2014, pursuant to I.C. 36-7-14-39(b)(4)(C) as a new subsection, *"If (i) the amount of excess value determined by the Commission is expected to generate more than two hundred percent (200%) of the amount of allocated tax proceeds necessary to make, when due, principal and interest payments on bonds described in subdivision (3); plus (ii) the amount necessary for other purposes described in subdivision (3); the commission shall submit to the legislative body of the unit its determination of the excess assessed value that the commission proposes to allocate to the respective units in the manner prescribed in subdivision (1). The legislative body of the unit may approve the commission's determination or modify the amount of the excess assessed value that will be allocated to the respective taxing units in the manner prescribed in subdivision (1)."*

The Commission has determined that, for the January 1, 2023 assessment date for taxes payable in 2024, it will need to capture all of the Potential Captured Assessment in the Allocation Area as of June 15, 2023 to satisfy debt service and leases and/or other projects and programs that benefit, in or serving, the Allocation Area as identified in the Economic Development Plan for the Highland Acres Economic Development Area, as adopted and approved by Resolution No. 2007-10 on October 10, 2007.

Therefore, there is no excess assessed value that may be allocated to other taxing units impacted by the Allocation Area in the manner prescribed by Section 39(b)(4)(B)(ii) of the Act.

Memorandum of Meeting
Monday, June 05, 2023

The Commission in accordance with Section 39(b)(4)(B) of the Act will provide a copy of this letter as notice to: (i) the Highland Town Council as the fiscal body that established the Town of Highland Department of Redevelopment and (ii) the officers who are authorized to fix budgets, tax rates and tax levies under I.C. 6-1.1-17-5 for each of the other taxing units that are wholly or partly located within the Allocation Area (see attached "Overlapping Taxing Units") and (iii) the Indiana Department of Local Government Finance (DLGF) in an electronic format.

Very truly yours,



Sean Conley, President
Highland Redevelopment Commission

Attachment: ATTACHMENT A: Overlapping Taxing Units

cc: Bernie Zemen, President of the Highland Town Council
Allocation Area Overlapping Taxing Units – See Attached
Mark Herak, Clerk-Treasurer, Town of Highland-Fiscal Agent of the Commission
Maria Becerra, Redevelopment Director – Town of Highland
John P. Reed, Esq., Abrahamson, Reed & Bilse – of Legal Counsel & Redevelopment Commission Attorney
Dan Bolich, SEH of Indiana, Associate & Sr. Economic Development Professional

ATTACHMENT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Allocation Areas in the Highland Redevelopment District:
January 1, 2023 Capture Notice to the Auditor

Overlapping Taxing Units of the Highland Allocation Areas
[Pursuant to I.C. 36-7-14-39(b)(4)(B)]

March 1, 2023

Ted Bilski, President
Office of the Lake County Council
Lake County Government Center
2293 N. Main Street
Crown Point, IN 46307

Adrian Santos,
North Township Trustee
Office of the North Township Trustee, 2nd Floor
5947 Hohman Avenue
Hammond, IN 46320

Bernie Zemen, President
Highland Town Council
Highland Town Hall
3333 Ridge Road
Highland, IN 46322

Brian J. Smith, Superintendent
School Town of Highland
9145 Kennedy Avenue
Highland, IN 46322

Ingrid Norris, Director
Lake County Public Library
1919 W. 81st Avenue
Merrillville, IN 46410-5382

Richard Garcia, Director
Highland Sanitary District
3333 Ridge Road
Highland, IN 46322

Jeanette Romano, Executive Director
Lake County Solid Waste Management District
8695 Broadway
Merrillville, IN 46410

EXHIBIT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Commission Determination: Highland Acres Allocation Area (026 Highland 01)
Per I.C. 36-7-14-39(b)(4)(A)
Dated: March 1, 2023

Determination Criteria	0506-01-026	
	DLGF TIF CODE: T45451 Highland Acres Allocation Area	
Allocation Area Real Property Net Assessment ¹	\$	5,847,400
Allocation Area Personal Property Net Assessment ¹	-	-
Total Allocation Area Net Assessment ¹	\$	5,847,400
January 1, 2022 Base Assessment	\$	1,229,400
Potential Captured Assessed Value ¹	\$	4,618,000
Pay 2023 Certified Net Tax Rate	\$	2.4021
Estimated 2024 Net Tax Rate (Assumption: 2% increase as rounded to the hundredths)	\$	2.4500
Statutory Circuit Breaker (Applicable to Gross AV of Other Real & Personal Property)		3.00%
Estimated Tax Increment (Pay 2024) (Assumption: 95% collection rate)	\$	107,484
Commission Obligations		
Outstanding Debt Service/Lease Payments		
(a) (Fiscal Year 2024)	\$	-
Anticipated Cost of Allocation Area Projects/Programs		98,785
Total of Commission Obligations	\$	98,785
Estimated Allocation Area Tax Increment (FY 2024)	\$	107,484
Total of Commission Obligations, Projects and/or Programs through 2024		98,785
Tax Increment Balance (Surplus or Deficit)	\$	8,699
Estimated Potential Captured Assessment ¹	\$	4,618,000
Estimated Potential Captured Assessment Required to meet Obligations (Percent)		100%
Estimated Captured Assessment	\$	4,618,000
Estimated Uncaptured Assessment		
(Excess Assessed Value to Overlapping Taxing Units)	\$	-
Is the Estimated Uncaptured Assessment greater than 200%?		NO
PURSUANT TO I.C. 36-7-14-39(b)(4)(C), this Determination must be filed with the Town Council as the Legislative Body:		NO

Notes:

1. Data based upon the most current assessment data available from the Office of the Lake County Auditor for the January 1, 2023 assessment date.

**TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION**

RESOLUTION NO. 2023 - 04

**RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND ACRES ALLOCATION AREA
PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), has designated the **Highland Acres Allocation Area** (the "Allocation Area") for purposes of capturing incremental assessed valuation to generate tax increment revenue pursuant to Indiana Code 36-7-14-39 (the "Tax Increment"); and

WHEREAS, pursuant to Indiana Code 36-7-14-39(b)(4)(A) and 50 IAC 8-2-4, the Commission is required to make a determination on the capture of incremental assessed valuation that will generate Tax Increment and to notify overlapping taxing units as well as the Lake County, Indiana Auditor and the Common Council (the "Town Council") of the Town of Highland, Lake County, Indiana, as the fiscal body of the Town, which created the Commission; and

WHEREAS, with respect to the Allocation Area, for Fiscal Year (FY) 2024, the Commission has determined the amount of Tax Increment projected for distribution in 2024 as well as the amount of Tax Increment needed in 2024 to meet: (i) the Commission's outstanding debt service or lease payment obligations, to pay for projects that are located in or directly serve or benefit the Allocation Area and (ii) other purposes permitted by Indiana Code 36-7-14-39(b)(3), as set forth in the COMMISSION DETERMINATION as attached hereto under EXHIBIT A;

NOW, THEREFORE, BE IT RESOLVED BY THE HIGHLAND REDEVELOPMENT COMMISSION AS FOLLOWS:

SECTION ONE: The Commission has determined that all potential captured assessment (as defined in 50 IAC 8-1-16) with respect to the Allocation Area as of the January 1, 2023 assessment date (for Pay 2024) shall be captured assessment (as defined in 50 IAC 8-1-10), and overlapping taxing units as well as the Lake County, Indiana Auditor and the Town Council will be provided written notice of such determination pursuant to Indiana Code 36-7-14-39(b)(4)(B).

SECTION TWO: This Resolution shall take effect, and be in full force and effect, from and after its passage and approval by the Commission.

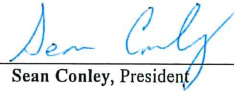
TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

RESOLUTION NO. 2023 - 04

RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND ACRES ALLOCATION AREA
PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)

ALL OF WHICH IS PASSED AND RESOLVED by the Highland Redevelopment Commission
on February 28, 2023 with 5 in support and 0 opposed.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION


Sean Conley, President

ATTESTATIONS:


Bill Leep, Secretary,
Town of Highland, Indiana Redevelopment Commission

2-28-2023
Dated


Maria Becerra, Redevelopment Director,
Town of Highland - Department of Redevelopment

2-28-2023
Dated

Redevelopment Commission TOWN OF HIGHLAND

3333 Rldge Road ♦ Highland, Indiana ♦ 219-972-7598 ♦ fax 219-972-5097

March 1, 2023

Deanna Prince, Director of Taxation
Office of the Lake County Auditor
2293 N. Main Street
Crown Point, IN 46307

RE: **Highland Commercial Corridors Allocation Area** (026 Highland 03 – T45453)
January 1, 2023 Capture Notice Pursuant to I.C. 36-7-14-39(b)(4)(B)

Dear Ms. Prince:

In accordance with Indiana Code ("I.C.") 36-7-14 (the "Act") Section 39(b)(4)(A) and 50 IAC 8-2-4, the Highland Redevelopment Commission (the "Commission") must make an annual determination prior to June 15 of each year of the amount, if any, of the assessed value of taxable property in the Highland Commercial Corridors Allocation Area (the "Allocation Area") for the most recent assessment date (the "Allocation Area Assessment") minus the base assessed value (the "Base Assessment"), when multiplied by the estimated tax rate of the Allocation Area, will exceed the amount of assessed value needed (the "Captured Assessed Value") to produce the property taxes (the "Tax Increment") necessary to make, when due, principal and interest payments on bonds and to support and satisfy other purposes of the Commission in compliance with Section 39(b)(3) of the Act.

In addition, effective July 1, 2014, pursuant to I.C. 36-7-14-39(b)(4)(C) as a new subsection, "*if (i) the amount of excess value determined by the Commission is expected to generate more than two hundred percent (200%) of the amount of allocated tax proceeds necessary to make, when due, principal and interest payments on bonds described in subdivision (3); plus (ii) the amount necessary for other purposes described in subdivision (3); the commission shall submit to the legislative body of the unit its determination of the excess assessed value that the commission proposes to allocate to the respective units in the manner prescribed in subdivision (1). The legislative body of the unit may approve the commission's determination or modify the amount of the excess assessed value that will be allocated to the respective taxing units in the manner prescribed in subdivision (1).*"

The Commission has determined that, for the January 1, 2023 assessment date for taxes payable in 2024, it will need to capture all of the Potential Captured Assessment in the Allocation Area as of June 15, 2023 to satisfy debt service and leases and/or other projects and programs that benefit, in or serving, the Allocation Area as identified in the Redevelopment Plan for the Highland Commercial Corridors Redevelopment Area, as adopted and approved by Declaratory Resolution No. 2011-06 on July 13, 2011.

Therefore, there is no excess assessed value that may be allocated to other taxing units impacted by the Allocation Area in the manner prescribed by Section 39(b)(4)(B)(ii) of the Act.

Memorandum of Meeting
Monday, June 05, 2023

The Commission in accordance with Section 39(b)(4)(B) of the Act will provide a copy of this letter as notice to: (i) the Highland Town Council as the fiscal body that established the Town of Highland Department of Redevelopment and (ii) the officers who are authorized to fix budgets, tax rates and tax levies under I.C. 6-1.1-17-5 for each of the other taxing units that are wholly or partly located within the Allocation Area (see attached "Overlapping Taxing Units") and (iii) the Indiana Department of Local Government Finance (DLGF) in an electronic format.

Very truly yours,



Sean Conley, President
Highland Redevelopment Commission

Attachment: ATTACHMENT A: Overlapping Taxing Units

cc: Bernie Zemen, President of the Highland Town Council
Allocation Area Overlapping Taxing Units – See Attached
Mark Herak, Clerk-Treasurer, Town of Highland-Fiscal Agent of the Commission
Maria Becerra, Redevelopment Director – Town of Highland
John P. Reed, Esq., Abrahamson, Reed & Bilse – of Legal Counsel & Redevelopment Commission Attorney
Dan Bolich, SEH of Indiana, Associate & Sr. Economic Development Professional

ATTACHMENT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Allocation Areas in the Highland Redevelopment District:
January 1, 2023 Capture Notice to the Auditor

Overlapping Taxing Units of the Highland Allocation Areas
[Pursuant to I.C. 36-7-14-39(b)(4)(B)]

March 1, 2023

Ted Bilski, President
Office of the Lake County Council
Lake County Government Center
2293 N. Main Street
Crown Point, IN 46307

Adrian Santos,
North Township Trustee
Office of the North Township Trustee, 2nd Floor
5947 Hohman Avenue
Hammond, IN 46320

Bernie Zemen, President
Highland Town Council
Highland Town Hall
3333 Ridge Road
Highland, IN 46322

Brian J. Smith, Superintendent
School Town of Highland
9145 Kennedy Avenue
Highland, IN 46322

Ingrid Norris, Director
Lake County Public Library
1919 W. 81st Avenue
Merrillville, IN 46410-5382

Richard Garcia, Director
Highland Sanitary District
3333 Ridge Road
Highland, IN 46322

Jeanette Romano, Executive Director
Lake County Solid Waste Management District
8695 Broadway
Merrillville, IN 46410

EXHIBIT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Commission Determination: Highland Commercial Corridors Allocation Area (026 Highland 03)
Per I.C. 36-7-14-39(b)(4)(A)
Dated: March 1, 2023

	0506-03-026
	DLGF TIF CODE: T45453
	Highland Commercial Corridors Allocation Area
<u>Determination Criteria</u>	
Allocation Area Real Property Net Assessment ¹	\$ 210,517,660
Allocation Area Personal Property Net Assessment ¹	-
Total Allocation Area Net Assessment ¹	<u>\$ 210,517,660</u>
January 1, 2022 Base Assessment	\$ 173,197,450
Potential Captured Assessed Value ¹	\$ 37,320,210
Pay 2023 Certified Net Tax Rate	\$ 2,4021
Estimated 2024 Net Tax Rate (Assumption: 2% Increase as rounded to the hundredths)	\$ 2,4500
Statutory Circuit Breaker (Applicable to Gross AV of Other Real & Personal Property)	3.00%
Estimated Tax Increment (Pay 2024) (Assumption: 95% collection rate)	\$ 868,628
<u>Commission Obligations</u>	
Outstanding Debt Service/Lease Payments (a) (Fiscal Year 2024)	\$ -
Anticipated Cost of Allocation Area Projects/Programs	668,146
Total of Commission Obligations	<u>\$ 668,146</u>
Estimated Allocation Area Tax Increment (FY 2024)	\$ 868,628
Total of Commission Obligations, Projects and/or Programs through 2024	668,146
Tax Increment Balance (Surplus or Deficit)	<u>\$ 200,482</u>
Estimated Potential Captured Assessment ¹	\$ 37,320,210
Estimated Potential Captured Assessment Required to meet Obligations (Percent)	100%
Estimated Captured Assessment	<u>\$ 37,320,210</u>
<u>Estimated Uncaptured Assessment</u> (Excess Assessed Value to Overlapping Taxing Units)	\$ -
Is the Estimated Uncaptured Assessment greater than 200%?	NO
PURSUANT TO I.C. 36-7-14-39(b)(4)(C), this Determination must be filed with the Town Council as the Legislative Body:	NO

Notes:

1. Data based upon the most current assessment data available from the Office of the Lake County Auditor for the January 1, 2023 assessment date.

**TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION**

RESOLUTION NO. 2023 - 05

**RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND COMMERCIAL CORRIDORS
ALLOCATION AREA PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), has designated the **Highland Commercial Corridors Allocation Area** (the "Allocation Area") for purposes of capturing incremental assessed valuation to generate tax increment revenue pursuant to Indiana Code 36-7-14-39 (the "Tax Increment"); and

WHEREAS, pursuant to Indiana Code 36-7-14-39(b)(4)(A) and 50 IAC 8-2-4, the Commission is required to make a determination on the capture of incremental assessed valuation that will generate Tax Increment and to notify overlapping taxing units as well as the Lake County, Indiana Auditor and the Common Council (the "Town Council") of the Town of Highland, Lake County, Indiana, as the fiscal body of the Town, which created the Commission; and

WHEREAS, with respect to the Allocation Area, for Fiscal Year (FY) 2024, the Commission has determined the amount of Tax Increment projected for distribution in 2024 as well as the amount of Tax Increment needed in 2024 to meet: (i) the Commission's outstanding debt service or lease payment obligations, to pay for projects that are located in or directly serve or benefit the Allocation Area and (ii) other purposes permitted by Indiana Code 36-7-14-39(b)(3), as set forth in the COMMISSION DETERMINATION as attached hereto under **EXHIBIT A**;

NOW, THEREFORE, BE IT RESOLVED BY THE HIGHLAND REDEVELOPMENT COMMISSION AS FOLLOWS:

SECTION ONE: The Commission has determined that all potential captured assessment (as defined in 50 IAC 8-1-16) with respect to the Allocation Area as of the January 1, 2023 assessment date (for Pay 2024) shall be captured assessment (as defined in 50 IAC 8-1-10), and overlapping taxing units as well as the Lake County, Indiana Auditor and the Town Council will be provided written notice of such determination pursuant to Indiana Code 36-7-14-39(b)(4)(B).

SECTION TWO: This Resolution shall take effect, and be in full force and effect, from and after its passage and approval by the Commission.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

RESOLUTION NO. 2023 - 05

RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND COMMERCIAL CORRIDORS
ALLOCATION AREA PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)

ALL OF WHICH IS PASSED AND RESOLVED by the Highland Redevelopment Commission
on February 28, 2023 with 5 in support and 0 opposed.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION


Sean Conley, President

ATTESTATIONS:


Bill Leep, Secretary,
Town of Highland, Indiana Redevelopment Commission

2-28-2023
Dated


Maria Becerra, Redevelopment Director,
Town of Highland - Department of Redevelopment

2-28-2023
Dated

Redevelopment Commission TOWN OF HIGHLAND

3333 Ridge Road ♦ Highland, Indiana ♦ 219-972-7598 ♦ fax 219-972-5097

March 1, 2023

Deanna Prince, Director of Taxation
Office of the Lake County Auditor
2293 N. Main Street
Crown Point, IN 46307

RE: Highland Redevelopment (Downtown) Area Allocation Area (026 Highland 02 – T45452)
January 1, 2023 Capture Notice Pursuant to I.C. 36-7-14-39(b)(4)(B)

Dear Ms. Prince:

In accordance with Indiana Code ("I.C.") 36-7-14 (the "Act") Section 39(b)(4)(A) and 50 IAC 8-2-4, the Highland Redevelopment Commission (the "Commission") must make an annual determination prior to June 15 of each year of the amount, if any, of the assessed value of taxable property in the Highland Redevelopment Area (Downtown) Allocation Area (the "Allocation Area") for the most recent assessment date (the "Allocation Area Assessment") minus the base assessed value (the "Base Assessment"), when multiplied by the estimated tax rate of the Allocation Area, will exceed the amount of assessed value needed (the "Captured Assessed Value") to produce the property taxes (the "Tax Increment") necessary to make, when due, principal and interest payments on bonds and to support and satisfy other purposes of the Commission in compliance with Section 39(b)(3) of the Act.

In addition, effective July 1, 2014, pursuant to I.C. 36-7-14-39(b)(4)(C) as a new subsection, "*if (i) the amount of excess value determined by the Commission is expected to generate more than two hundred percent (200%) of the amount of allocated tax proceeds necessary to make, when due, principal and interest payments on bonds described in subdivision (3); plus (ii) the amount necessary for other purposes described in subdivision (3); the commission shall submit to the legislative body of the unit its determination of the excess assessed value that the commission proposes to allocate to the respective units in the manner prescribed in subdivision (1). The legislative body of the unit may approve the commission's determination or modify the amount of the excess assessed value that will be allocated to the respective taxing units in the manner prescribed in subdivision (1).*"

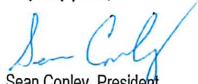
The Commission has determined that, for the January 1, 2023 assessment date for taxes payable in 2024, it will need to capture all of the Potential Captured Assessment in the Allocation Area as of June 15, 2023 to satisfy debt service and leases and/or other projects and programs that benefit, in or serving, the Allocation Area as identified in the Redevelopment Plan for the Highland Redevelopment Area, as Amended through June 22, 2013.

Therefore, there is no excess assessed value that may be allocated to other taxing units impacted by the Allocation Area in the manner prescribed by Section 39(b)(4)(B)(ii) of the Act.

Memorandum of Meeting
Monday, June 05, 2023

The Commission in accordance with Section 39(b)(4)(B) of the Act will provide a copy of this letter as notice to: (i) the Highland Town Council as the fiscal body that established the Town of Highland Department of Redevelopment and (ii) the officers who are authorized to fix budgets, tax rates and tax levies under I.C. 6-1.1-17-5 for each of the other taxing units that are wholly or partly located within the Allocation Area (see attached "Overlapping Taxing Units") and (iii) the Indiana Department of Local Government Finance (DLGF) in an electronic format.

Very truly yours,



Sean Conley, President
Highland Redevelopment Commission

Attachment: ATTACHMENT A: Overlapping Taxing Units

cc: Bernie Zemen, President of the Highland Town Council
Allocation Area Overlapping Taxing Units – See Attached
Mark Herak, Clerk-Treasurer, Town of Highland-Fiscal Agent of the Commission
Maria Becerra, Redevelopment Director – Town of Highland
John P. Reed, Esq., Abrahamson, Reed & Bilse – of Legal Counsel & Redevelopment Commission Attorney
Dan Bolich, SEH of Indiana, Associate & Sr. Economic Development Professional

ATTACHMENT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Allocation Areas in the Highland Redevelopment District:
January 1, 2023 Capture Notice to the Auditor

Overlapping Taxing Units of the Highland Allocation Areas
[Pursuant to I.C. 36-7-14-39(b)(4)(B)]

March 1, 2023

Ted Bilski, President
Office of the Lake County Council
Lake County Government Center
2293 N. Main Street
Crown Point, IN 46307

Adrian Santos,
North Township Trustee
Office of the North Township Trustee, 2nd Floor
5947 Hohman Avenue
Hammond, IN 46320

Bernie Zemen, President
Highland Town Council
Highland Town Hall
3333 Ridge Road
Highland, IN 46322

Brian J. Smith, Superintendent
School Town of Highland
9145 Kennedy Avenue
Highland, IN 46322

Ingrid Norris, Director
Lake County Public Library
1919 W. 81st Avenue
Merrillville, IN 46410-5382

Richard Garcia, Director
Highland Sanitary District
3333 Ridge Road
Highland, IN 46322

Jeanette Romano, Executive Director
Lake County Solid Waste Management District
8695 Broadway
Merrillville, IN 46410

EXHIBIT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Commission Determination: Redevelopment Area (Downtown) Allocation Area (026 Highland 02)
Per I.C. 36-7-14-39(b)(4)(A)
Dated: March 1, 2023

	0506-02-026	
	DLGF TIF CODE: T45452	
	Highland Redevelopment Area (Downtown) Allocation Area	
Determination Criteria		
Allocation Area Real Property Net Assessment ¹	\$	56,823,552
Allocation Area Personal Property Net Assessment ¹		-
Total Allocation Area Net Assessment ¹	\$	56,823,552
January 1, 2022 Base Assessment	\$	52,226,062
Potential Captured Assessed Value ¹	\$	4,597,490
Pay 2023 Certified Net Tax Rate	\$	2.4021
Estimated 2024 Net Tax Rate (Assumption: 2% Increase as rounded to the hundredths)	\$	2.4500
Statutory Circuit Breaker (Applicable to Gross AV of Other Real & Personal Property)		3.00%
Estimated Tax Increment (Pay 2024) (Assumption: 95% collection rate)	\$	107,007
Commission Obligations		
Outstanding Debt Service/Lease Payments		-
(a) (Fiscal Year 2024)	\$	-
Anticipated Cost of Allocation Area Projects/Programs		120,203
Total of Commission Obligations	\$	120,203
Estimated Allocation Area Tax Increment (FY 2024)	\$	107,007
Total of Commission Obligations, Projects and/or Programs through 2024		120,203
Tax Increment Balance (Surplus or Deficit)	\$	(13,196)
Estimated Potential Captured Assessment ¹	\$	4,597,490
Estimated Potential Captured Assessment Required to meet Obligations (Percent)		100%
Estimated Captured Assessment	\$	4,597,490
Estimated Uncaptured Assessment		
(Excess Assessed Value to Overlapping Taxing Units)	\$	-
Is the Estimated Uncaptured Assessment greater than 200%?		NO
PURSUANT TO I.C. 36-7-14-39(b)(4)(C), this Determination must be filed with the Town Council as the Legislative Body:		NO

Notes:

1. Data based upon the most current assessment data available from the Office of the Lake County Auditor for the January 1, 2023 assessment date.

**TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION**

RESOLUTION NO. 2023 - 06

**RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND REDEVELOPMENT (DOWNTOWN)
ALLOCATION AREA PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), has designated the **Highland Redevelopment (Downtown) Allocation Area** (the "Allocation Area") for purposes of capturing incremental assessed valuation to generate tax increment revenue pursuant to Indiana Code 36-7-14-39 (the "Tax Increment"); and

WHEREAS, pursuant to Indiana Code 36-7-14-39(b)(4)(A) and 50 IAC 8-2-4, the Commission is required to make a determination on the capture of incremental assessed valuation that will generate Tax Increment and to notify overlapping taxing units as well as the Lake County, Indiana Auditor and the Common Council (the "Town Council") of the Town of Highland, Lake County, Indiana, as the fiscal body of the Town, which created the Commission; and

WHEREAS, with respect to the Allocation Area, for Fiscal Year (FY) 2024, the Commission has determined the amount of Tax Increment projected for distribution in 2024 as well as the amount of Tax Increment needed in 2024 to meet: (i) the Commission's outstanding debt service or lease payment obligations, to pay for projects that are located in or directly serve or benefit the Allocation Area and (ii) other purposes permitted by Indiana Code 36-7-14-39(b)(3), as set forth in the COMMISSION DETERMINATION as attached hereto under EXHIBIT A;

NOW, THEREFORE, BE IT RESOLVED BY THE HIGHLAND REDEVELOPMENT COMMISSION AS FOLLOWS:

SECTION ONE: The Commission has determined that all potential captured assessment (as defined in 50 IAC 8-1-16) with respect to the Allocation Area as of the January 1, 2023 assessment date (for Pay 2024) shall be captured assessment (as defined in 50 IAC 8-1-10), and overlapping taxing units as well as the Lake County, Indiana Auditor and the Town Council will be provided written notice of such determination pursuant to Indiana Code 36-7-14-39(b)(4)(B).

SECTION TWO: This Resolution shall take effect, and be in full force and effect, from and after its passage and approval by the Commission.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

RESOLUTION NO. 2023 - 06

RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND REDEVELOPMENT (DOWNTOWN)
ALLOCATION AREA PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)

ALL OF WHICH IS PASSED AND RESOLVED by the Highland Redevelopment Commission
on February 28, 2023 with 5 in support and 0 opposed.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION


Sean Conley, President

ATTESTATIONS:


Bill Leep, Secretary,
Town of Highland, Indiana Redevelopment Commission

2-28-2023
Dated


Maria Becerra, Redevelopment Director,
Town of Highland - Department of Redevelopment

2-28-2023
Dated

Redevelopment Commission TOWN OF HIGHLAND

3333 Ridge Road ♦ Highland, Indiana ♦ 219-972-7598 ♦ fax 219-972-5097

March 1, 2023

Deanna Prince, Director of Taxation
Office of the Lake County Auditor
2293 N. Main Street
Crown Point, IN 46307

RE: Highland Cardinal Campus Allocation Area (026 Highland 04 – T45454)
January 1, 2023 Capture Notice Pursuant to I.C. 36-7-14-39(b)(4)(B)

Dear Ms. Prince:

In accordance with Indiana Code ("I.C.") 36-7-14 (the "Act") Section 39(b)(4)(A) and 50 IAC 8-2-4, the Highland Redevelopment Commission (the "Commission") must make an annual determination prior to June 15 of each year of the amount, if any, of the assessed value of taxable property in the Highland Cardinal Campus Allocation Area (the "Allocation Area") for the most recent assessment date (the "Allocation Area Assessment") minus the base assessed value (the "Base Assessment"), when multiplied by the estimated tax rate of the Allocation Area, will exceed the amount of assessed value needed (the "Captured Assessed Value") to produce the property taxes (the "Tax Increment") necessary to make, when due, principal and interest payments on bonds and to support and satisfy other purposes of the Commission in compliance with Section 39(b)(3) of the Act.

In addition, effective July 1, 2014, pursuant to I.C. 36-7-14-39(b)(4)(C) as a new subsection, "*if (i) the amount of excess value determined by the Commission is expected to generate more than two hundred percent (200%) of the amount of allocated tax proceeds necessary to make, when due, principal and interest payments on bonds described in subdivision (3); plus (ii) the amount necessary for other purposes described in subdivision (3); the commission shall submit to the legislative body of the unit its determination of the excess assessed value that the commission proposes to allocate to the respective units in the manner prescribed in subdivision (1). The legislative body of the unit may approve the commission's determination or modify the amount of the excess assessed value that will be allocated to the respective taxing units in the manner prescribed in subdivision (1).*"

The Commission has determined that, for the January 1, 2023 assessment date for taxes payable in 2024, it will need to capture all of the Potential Captured Assessment in the Allocation Area as of June 15, 2023 to satisfy debt service and leases and/or other projects and programs that benefit, in or serving, the Allocation Area as identified in the Economic Development Plan for the Highland Acres Economic Development Area: 2018 Amendment dated January 22, 2018.

Therefore, there is no excess assessed value that may be allocated to other taxing units impacted by the Allocation Area in the manner prescribed by Section 39(b)(4)(B)(ii) of the Act.

Memorandum of Meeting
Monday, June 05, 2023

The Commission in accordance with Section 39(b)(4)(B) of the Act will provide a copy of this letter as notice to: (i) the Highland Town Council as the fiscal body that established the Town of Highland Department of Redevelopment and (ii) the officers who are authorized to fix budgets, tax rates and tax levies under I.C. 6-1.1-17-5 for each of the other taxing units that are wholly or partly located within the Allocation Area (see attached "Overlapping Taxing Units") and (iii) the Indiana Department of Local Government Finance (DLGF) in an electronic format.

Very truly yours,



Sean Conley, President
Highland Redevelopment Commission

Attachment: ATTACHMENT A: Overlapping Taxing Units

cc: Bernie Zemen, President of the Highland Town Council
Allocation Area Overlapping Taxing Units – See Attached
Mark Herak, Clerk-Treasurer, Town of Highland-Fiscal Agent of the Commission
Maria Becerra, Redevelopment Director – Town of Highland
John P. Reed, Esq., Abrahamson, Reed & Bilse – of Legal Counsel & Redevelopment Commission Attorney
Dan Bolich, SEH of Indiana, Associate & Sr. Economic Development Professional

ATTACHMENT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Allocation Areas in the Highland Redevelopment District:
January 1, 2023 Capture Notice to the Auditor

Overlapping Taxing Units of the Highland Allocation Areas
[Pursuant to I.C. 36-7-14-39(b)(4)(B)]

March 1, 2023

Ted Bilski, President
Office of the Lake County Council
Lake County Government Center
2293 N. Main Street
Crown Point, IN 46307

Adrian Santos,
North Township Trustee
Office of the North Township Trustee, 2nd Floor
5947 Hohman Avenue
Hammond, IN 46320

Bernie Zemen, President
Highland Town Council
Highland Town Hall
3333 Ridge Road
Highland, IN 46322

Brian J. Smith, Superintendent
School Town of Highland
9145 Kennedy Avenue
Highland, IN 46322

Ingrid Norris, Director
Lake County Public Library
1919 W. 81st Avenue
Merrillville, IN 46410-5382

Richard Garcia, Director
Highland Sanitary District
3333 Ridge Road
Highland, IN 46322

Jeanette Romano, Executive Director
Lake County Solid Waste Management District
8695 Broadway
Merrillville, IN 46410

EXHIBIT A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Commission Determination: Highland Cardinal Campus Allocation Area (026 Highland 04)
Per I.C. 36-7-14-39(b)(4)(A)
Dated: March 1, 2023

Determination Criteria	0508-04-026 DLGF TIF CODE: T45454 Highland Cardinal Campus Allocation Area	
Allocation Area Real Property Net Assessment ¹	\$	16,095,400
Allocation Area Personal Property Net Assessment ¹		-
Total Allocation Area Net Assessment¹	\$	16,095,400
January 1, 2022 Base Assessment	\$	-
Potential Captured Assessed Value ¹	\$	16,095,400
Pay 2023 Certified Net Tax Rate	\$	2.4021
Estimated 2024 Net Tax Rate (Assumption: 2% Increase as rounded to the hundredths)	\$	2.4500
Statutory Circuit Breaker (Applicable to Gross AV of Other Real & Personal Property)		3.00%
Estimated Tax Increment (Pay 2024) (Assumption: 95% collection rate)	\$	374,620
Commission Obligations		
Outstanding Debt Service/Lease Payments		
(a) Economic Development Revenue Bonds, Series 2018 (Fiscal Year 2024)	\$	345,650
Anticipated Cost of Allocation Area Projects/Programs		-
Total of Commission Obligations	\$	345,650
Estimated Allocation Area Tax Increment (FY 2024)	\$	374,620
Total of Commission Obligations, Projects and/or Programs through 2024		345,650
Tax Increment Balance (Surplus or Deficit)	\$	28,970
Estimated Potential Captured Assessment ¹	\$	16,095,400
Estimated Potential Captured Assessment Required to meet Obligations (Percent)		100%
Estimated Captured Assessment	\$	16,095,400
Estimated Uncaptured Assessment (Excess Assessed Value to Overlapping Taxing Units)	\$	-
Is the Estimated Uncaptured Assessment greater than 200%?		NO
PURSUANT TO I.C. 36-7-14-39(b)(4)(C), this Determination must be filed with the Town Council as the Legislative Body:		NO

Notes:

1. Data based upon the most current assessment data available from the Office of the Lake County Auditor for the January 1, 2023 assessment date.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

RESOLUTION NO. 2023 - 07

RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND CARDINAL CAMPUS ALLOCATION
AREA PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)

WHEREAS, the Highland Redevelopment Commission (the "Commission"), designated the **Highland Cardinal Campus Allocation Area** (the "Allocation Area") for purposes of capturing incremental assessed valuation to generate tax increment revenue pursuant to Indiana Code 36-7-14-39 (the "Tax Increment"); and

WHEREAS, pursuant to Indiana Code 36-7-14-39(b)(4)(A) and 50 IAC 8-2-4, the Commission is required to make a determination on the capture of incremental assessed valuation that will generate Tax Increment and to notify overlapping taxing units as well as the Lake County, Indiana Auditor and the Common Council (the "Town Council") of the Town of Highland, Lake County, Indiana, as the fiscal body of the Town, which created the Commission; and

WHEREAS, with respect to the Allocation Area, for Fiscal Year (FY) 2024, the Commission has determined the amount of Tax Increment projected for distribution in 2024 as well as the amount of Tax Increment needed in 2024 to meet: (i) the Commission's outstanding debt service or lease payment obligations, to pay for projects that are located in or directly serve or benefit the Allocation Area and (ii) other purposes permitted by Indiana Code 36-7-14-39(b)(3), as set forth in the COMMISSION DETERMINATION as attached hereto under EXHIBIT A;

NOW, THEREFORE, BE IT RESOLVED BY THE HIGHLAND REDEVELOPMENT COMMISSION AS FOLLOWS:

SECTION ONE: The Commission has determined that all potential captured assessment (as defined in 50 IAC 8-1-16) with respect to the Allocation Area as of the January 1, 2023 assessment date (for Pay 2024) shall be captured assessment (as defined in 50 IAC 8-1-10), and overlapping taxing units as well as the Lake County, Indiana Auditor and the Town Council will be provided written notice of such determination pursuant to Indiana Code 36-7-14-39(b)(4)(B).

SECTION TWO: This Resolution shall take effect, and be in full force and effect, from and after its passage and approval by the Commission.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

RESOLUTION NO. 2023 - 07

RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE FISCAL YEAR 2024 DETERMINATION FOR
TAX INCREMENT FOR THE HIGHLAND CARDINAL CAMPUS ALLOCATION
AREA PURSUANT TO INDIANA CODE 36-7-14-39(b)(4)

ALL OF WHICH IS PASSED AND RESOLVED by the Highland Redevelopment Commission
on February 28, 2023 with 5 in support and 0 opposed.

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION


Sean Conley, President

ATTESTATIONS:


Bill Leep, Secretary,
Town of Highland, Indiana Redevelopment Commission

2-28-2023
Dated


Maria Becerra, Redevelopment Director,
Town of Highland - Department of Redevelopment

2-28-2023
Dated

x. **Discussion:** Public Works Director Mark Knesek is requesting \$250,000 from various allocation to change out the mast heads to LED. The poles and arms will not be changed. The pay back would be 7 years. (Kennedy – Highland Redevelopment (Downtown) Allocation Area, Ridge Road -Highland Redevelopment (Downtown) Allocation Area & Highland Commercial Corridor, Cline, 45th,- Highland Commercial Corridor.

Public Works Director, Mark Knesek said that NIPSCO is before the regulatory board seeking another rate hike in electricity. The increase is projected to be over 20%. There is no way of knowing if they will get part, all or none of the requested increase. With the proposed rate increase, as a cost savings measure, we want to replace the sodium street lights owned the Town with LED lights. The street lights are located

on Kennedy Avenue, Cline Avenue, 45th Street and Ridge Road and we are approaching the Council with a potential funding option. Derek Snyder put a list together for the Council to look at. The numbers listed have obviously gone up since Derek put the numbers together. A revised list was passed out to the Council. All of the street lights are located in one of the four (4) Redevelopment Allocation Areas. It would serve the business with better street lighting, as well as, drivers using those streets. The electrical bill will go down and the project payback will be seven (7) years. As previously mentioned, the Clerk-Treasurer advised that all of the streets are located in one of the four (4) Redevelopment Allocation Areas. We would like to use the money in the Allocation Areas as our funding source.

The Clerk-Treasurer said Derek will need to determine what allocation areas the various streets would fall into to determine available funding. Also, if the expense of purchasing street lights are not specifically allowed in the economic plan, the economic plan will have to be modified to include it. That process may take sixty (60) days.

Mark Knesek said he thought this is a good time to change out the sodium lights with LED as NIPSCO is proposing a 25% increase. LED lighting will save the Town money.

Councilor Sheeman said he thought by changing the sodium lights to LED lights in the downtown, the Town is saving roughly \$8,000 a year in its NIPSCO costs. He said the Town received a \$40,000 grant to change out the downtown lights.

Mark Knesek added that the Town will only be changing out the street lights owned by the Town and on the streets mentioned above. The poles or bases and the arms will remain the same and only the heads will be changed-out. He reminded the Council that the costs are simply the Engineers estimate. The actual cost could come in higher or lower.

Councilor Schocke asked if the street lights that got knocked down will be replaced with this project. He was answered in the affirmative by the Public Works Director.

Roadway Lighting - LED Retrofit				Engineer's Opinion of Probable Cost	
Item	Description	Quantity	Units	Unit Price	Amount
1	Mobilization & Demobilization	1	LS	\$ 15,000.00	\$ 15,000.00
2	Maintenance of Traffic	1	LS	\$ 8,500.00	\$ 8,500.00
3	Luminaire, High Lumen LED Roadway (Standard Gray)	218	EA	\$ 310.00	\$ 67,580.00
4	Luminaire, High Lumen LED Roadway (Black)	47	EA	\$ 350.00	\$ 16,450.00
5	Luminaire, Install	265	EA	\$ 150.00	\$ 39,750.00
6	Lighting Foundation, Remove	16	EA	\$ 500.00	\$ 8,000.00
7	Lighting Foundation	16	EA	\$ 1,500.00	\$ 24,000.00
8	Light Pole and Mast Arm	17	EA	\$ 5,500.00	\$ 93,500.00
				Construction Subtotal	\$ 272,780.00
				10% Contingency	\$ 27,278.00
				Total Opinion of Construction Cost	\$ 300,058.00

The Clerk-Treasurer went over with the Council the items currently on the June 12, 2023 Town Council Plenary Meeting.