



# Lake County Council

March 14, 2023

Regular Meeting – 10:00 AM

Agenda

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2293 N. Main St.

Commissioners Court Room/Council Chambers, 3<sup>rd</sup> Floor, Building A

Crown Point, IN 46307

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## 1: Opening

Moment of Reflection

Pledge of Allegiance

Roll Call of County Council Members

County Council Secretary – Auditor's Office

## 2: Minutes

February 14, 2023

Regular Meeting

## 3: Awards/Resolutions

- A. Honoring Lake Central High School Varsity Cheerleaders, 2023 UCA National Champions, Large Varsity Non-Building Division. (LINDEMULDER, NIEMEYER & BILSKI)
- B. Honoring Crown Point High School Senior Sam Goin, IHSAA State Wrestling Champion – 160 Pound Weight Division. (NIEMEYER, BILSKI & LINDEMULDER)
- C. Honoring Crown Point High School Senior Cody Goodwin, IHSAA State Wrestling Champion – 170 Pound Weight Division. (NIEMEYER, BILSKI & LINDEMULDER)
- D. Honoring Crown Point High School Senior Orlando Cruz, IHSAA State Wrestling Champion – 182 Pound Weight Division. (NIEMEYER, BILSKI & LINDEMULDER)
- E. Honoring Crown Point High School Junior Will Clark, IHSAA State Wrestling Champion – 220 Pound Weight Division. (NIEMEYER, BILSKI & LINDEMULDER)
- F. Honoring Crown Point High School Boys Wrestling Team-IHSAA State Wrestling Champions. (NIEMEYER, BILSKI & LINDEMULDER)

## 4: Acknowledgments



## 5: Treasurer – 1003

(HAMM)

### A. Rev. 144 – County General Fund – 1001 **Deferred February**

	<u>Present</u>	<u>Proposed</u>	<u>Difference</u>
16931-011 Senior Tax Clerk	\$ 56,532.00	\$ 73,532.00	\$ 17,000.00

### B. Transfer – County General Fund – 1001

From: 63190 Other Professional Service	\$ 17,000.00	
To: 61160 Office & Clerical		\$ 17,000.00

## 6: Sheriff – 8001

(CID)

### A. **Create New Line Item – 2022 Homeland Security - Nonpriority Aircraft & PPE Equipment Upgrade Fund – 8446**

#### **64490 Other Equipment**

#### Appropriation – 2022 Homeland Security - Nonpriority Aircraft & PPE Equipment Upgrade Fund – 8446

64490 Other Equipment	\$ 131,328.00
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### B. Grant Application & Grant Approval – Grant Oversight Committee

US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application.

### C. Ordinance

Establishing the Lake County Sheriff's Homeland Security FY 2022 Port Security Grant Fund, a Non-Reverting Fund.

## 7: Planning Commission – 5004

(LINDEMULDER)

#### Appropriation – County General Fund – 1001

62110 Office Supplies	\$ 896.00
63231 Travel – Registration	\$ 862.00
63320 Advertising	\$ 500.00
63630 Maintenance & Service Contracts	\$ 400.00

**Total: \$ 2,658.00**

## 8: Juvenile Court – 4005

(HAMM)

#### Rev. 144 – County General Fund – 1001

<b><u>Effective 03-13-2023</u></b>	<u>Present</u>	<u>Proposed</u>	<u>Difference</u>
12428-025 Probation Officer	\$ 55,295.00	\$ 0.00	(\$ 55,295.00)
12544-Xxx Nurse	\$ 0.00	\$ 55,295.00	\$ 55,295.00



## 9: Veteran Service – 5003

(BILSKI)

### Rev. 144 – County General Fund – 1001

	<u>Present</u>	<u>Proposed</u>	<u>Difference</u>
16604-002 Assistant Service Officer	\$ 0.00	\$ 40,219.00	\$ 40,219.00

### **Create New Line Item – County General Fund – 1001**

#### **63630 Maintenance & Service Contracts**

### Appropriation – County General Fund – 1001

61160 Office & Clerical	\$ 40,219.00
63630 Maintenance & Service Contracts	\$ 186.00
<b>Total:</b>	<b><u>\$ 40,405.00</u></b>

## 10: Community Corrections – 9101

(LINDEMULDER)

### A. Resolution

Permitting Lake County Community Corrections to Pay an Outstanding 2022 Invoice/Debt in the Amount of \$2,450.00 from the 2023 Budget.

### B. Grant Applications & Grant Approvals – Grant Oversight Committee

1. Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application (Drug Court Program).
2. Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application (Community Transitions Court Program).
3. Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application (Therapeutic Intervention Court Program).

### C. Ordinances

1. Establishing the Adult Community Corrections – Indiana Department of Corrections - Community Corrections and Justice Reinvestment Grant for Drug Court Odd-Numbered Year Fund, a Non-Reverting Fund.
2. Establishing the Adult Community Corrections – Indiana Department of Corrections - Community Corrections and Justice Reinvestment Grant for the Mental Health Court Odd-Numbered Year Fund, a Non-Reverting Fund.
3. Establishing the Adult Community Corrections – Indiana Department of Corrections - Community Corrections and Justice Reinvestment Grant for a Reentry Court Odd-Numbered Year Fund, a Non-Reverting Fund.



## 11: Hobart Township Assessor – 2004

(HAMM)

### A. Ordinance

Amending the Lake County 2023 Salary Ordinance No. 1476F, Reorganization Positions in the Hobart Township Assessor's Office (County General Fund – 1001).

### B. Reduction – Reassessment 2015 Fund – 1337

61100 Overtime	(\$ 13,000.00)
61280 Seasonal Employees	(\$ 22,500.00)
63190 Other Professional Service	(\$ 3,000.00)
<b>Total:</b>	<b>(\$ 38,500.00)</b>

### C. Appropriation – County General Fund – 1001

63730 Property Rental	\$ 12,400.00
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## 12: Calumet Township Assessor – 2002

(HAMM)

### A. Reduction – Reassessment 2015 Fund – 1337

61100 Overtime	(\$ 15,000.00)
61190 Part-Time	(\$ 30,000.00)
62110 Office Supplies	(\$ 9,000.00)
62230 Clothing	(\$ 2,134.00)
<b>Total:</b>	<b>(\$ 56,134.00)</b>

### B. Ordinance

Amending the Lake County 2023 Salary Ordinance No. 1476F, Reorganization Positions in the Calumet Township Assessor's Office (County General Fund – 1001).

## 13: Health Department – 9306

(BROWN)

### Appropriation – LC Health Dept. PHEP Grant Fund – 8443

62110 Office Supplies	\$ 10,037.00
62250 Health Care & Lab Supplies	\$ 32,349.00
63232 Travel – Meals	\$ 950.00
63233 Travel – Lodging	\$ 1,950.00
63235 Travel – Mileage	\$ 1,000.00
64490 Other Equipment	\$ 14,578.00
<b>Total:</b>	<b>\$ 60,864.00</b>

## 14: Lake County Commissioners – 6002

(BILSKI)

### Appropriation – LC Justice Reinvestment Advisory Committee's Local Community Coordination Grant Fund – 9451

63190 Other Professional Service	\$ 112,000.00
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## 15: Data Processing Agency – 9301

(BROWN)

Appropriation – Gambling Admission Tax Fund – 1196

63995 Other Services & Charges \$ 270,000.00

## 16: Lake Sup. Ct. County Div. Rm. 3 – 4004

(HAMM)

Create New Line Item – County General Fund – 1001

**63920 Food & Lodging**

Transfer – County General Fund – 1001

From: 63190 Other Professional Service	\$ 1,000.00		
To: 63920 Food & Lodging		\$ 500.00	
64490 Other Equipment		\$ 500.00	

## 17: Recorder – 1004

(CID)

Resolution

Permitting the Lake County Recorder to Pay Outstanding 2022 Invoices/Debts in the amount of \$155,563.89 from the 2023 Budget.

## 18: Human Resources Department – 9308

(BROWN)

Rev. 144 – County General Fund – 1001

<u>Effective 03-27-2023</u>	<u>Present</u>	<u>Proposed</u>	<u>Difference</u>
12469-001 Benefits Coordinator	\$ 43,259.63	\$ 44,099.95	\$ 840.32

## 19: Prosecutor – 9001

(CID)

Ordinance

Amending the Lake County 2023 Salary Ordinance, Ordinance No. 1476F, Establishing Pay Increases for Support Staff and Pay Decrease for a Deputy Position in the Lake County Prosecutor's Office (7135 Fund 9001).

Transfer – Pre-Trial Diversion Fund – 7135

From: 61125 Discretionary Salaries	\$ 6,596.00		
To: 61160 Office & Clerical		\$ 6,596.00	



## 20: LADOS Division 2 – 4009

(HAMM)

### A. Grant Applications & Grant Approvals – Grant Oversight Committee

1. Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application.
2. Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application.

### B. Ordinance

Establishing the Adult Community Corrections – Indiana Department of Corrections - Community Corrections and Justice Reinvestment Grant for an Alcohol and Drug Court Program Odd-Numbered Year Fund, a Non-Reverting Fund.

## 21: Lake Sup. Ct. County Div. Rm. 1 – 4002

(HAMM)

### Transfer – County General Fund – 1001

From: 61120 Professionals	\$ 28,500.00	
To: 63190 Other Professional Service		\$ 28,500.00

## 22: Economic Development – 9307

(BROWN)

### Grant Applications & Grant Approvals – Grant Oversight Committee

1. US Housing and Urban Development (HUD) FY 2023 Community Development Block Grant (CDBG) Grant Application.
2. US Housing and Urban Development (HUD) FY 2023 Home Improvement Partnerships Program (HOME) Grant Application.

## 23: Parks & Recreation – 9226

(NIEMEYER)

### Ordinance

Approving the action by the Lake County Parks & Recreation Board of Lake County, Indiana to establish the Cumulative Park Building Fund, a Non-Reverting Fund, Pursuant to I.C. 36-10-3-21.



## 24: County Council – 6001

A. Councilmanic Post(s)

Criminal Justice Coordinating Committee (1)

B. Citizen Appointment(s)

County Domestic Violence Fatality Review Team

C. Approval of Data Board Nominee **Deferred February**

County Commissioners

D. Extension of Ice Miller Lobbying Contract (BILSKI)

E. Interlocal Governmental Agreement with the City of Gary (BROWN)

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## Public Comments:



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION HONORING  
LAKE CENTRAL HIGH SCHOOL VARSITY CHEERLEADERS,  
2023 UCA NATIONAL CHAMPIONS,  
LARGE VARSITY NON-BUILDING DIVISION**

**WHEREAS, students and professional athletes nurtured and trained in Lake County, Indiana, have consistently shown excellence in all sporting endeavors; and**

**WHEREAS, Lake County has generously sent forth its spirited and athletic youth to compete with other youths of this state and of every country and nation of this world; and**

**WHEREAS, Lake County is justly proud of its sons and daughters who have so willingly taken upon themselves the hardships and disciplines, both physical and mental, which successful participation in sporting events demands; and**

**WHEREAS, the Lake Central High School Varsity Cheerleaders captured the 2023 UCA National Championship in the Large Varsity Non-Building Division at Walt Disney World Resort in Orlando, Florida on February 10-12, 2023; the squad also won the title in that division in 2022.**

**NOW, THEREFORE, LET IT BE RESOLVED that the Lake County Council, and all citizens of Lake County who are represented by this august body, extend congratulations and praise to the students, teachers, coaches and trainers but most particularly to the young women of the Lake Central High School Varsity Cheerleaders, the 2023 UCA National Champions in the Large Varsity Non-Building Division and champions always for Lake County; that a copy of this Resolution be spread on the official records of the Lake County Council, and an official copy be delivered to the LAKE CENTRAL HIGH SCHOOL VARSITY CHEERLEADERS.**

**SO RESOLVED THIS 14th day of March, 2023.**

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**CHARLIE BROWN - President**

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**DAVID HAMM**

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**CHRISTINE CID**

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**RANDELL C. NIEMEYER**

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**CLORIUS L. LAY**

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**PETE LINDEMULDER**

\_\_\_\_\_  
**TED F. BILSKI**

**Members of the Lake County Council**



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION HONORING CROWN POINT HIGH SCHOOL SENIOR  
SAM GOIN,  
IHSAA STATE WRESTLING CHAMPION - 160 POUND WEIGHT DIVISION**

**WHEREAS, students and professional athletes nurtured and trained in Lake County, Indiana, have consistently shown excellence in all sporting endeavors; and**

**WHEREAS, Lake County has generously sent forth its spirited and athletic youth to compete with other youths of this state and of every country and nation of this world; and**

**WHEREAS, Lake County is justly proud of its sons and daughters who have so willingly taken upon themselves the hardships and disciplines, both physical and mental, which successful participation in sporting events demands; and**

**WHEREAS, SAM GOIN, a Crown Point High School Senior, captured the Indiana State Wrestling Championship - 160 Pound Weight Division, on February 18, 2023 at Gainbridge Fieldhouse in Indianapolis, claiming his second consecutive title.**

**NOW, THEREFORE, LET IT BE RESOLVED that the Lake County Council, and all citizens of Lake County extend congratulations and praise to SAM GOIN for capturing first place in the IHSAA State Wrestling Meet - 160 Pound Weight Division; that a copy of this Resolution be spread on the official records of the Lake County Council, and an official copy be delivered to SAM GOIN.**

**DULY ADOPTED by the Lake County Council, this 14th day of March, 2023.**

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**CHARLIE BROWN - President**

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**DAVID HAMM**

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**CHRISTINE CID**

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**RANDELL C. NIEMEYER**

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**CLORIUS L. LAY**

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**PETE LINDEMULDER**

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**TED F. BILSKI**

**Members of the Lake County Council**



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION HONORING CROWN POINT HIGH SCHOOL SENIOR  
CODY GOODWIN,  
IHSAA STATE WRESTLING CHAMPION - 170 POUND WEIGHT DIVISION**

**WHEREAS, students and professional athletes nurtured and trained in Lake County, Indiana, have consistently shown excellence in all sporting endeavors; and**

**WHEREAS, Lake County has generously sent forth its spirited and athletic youth to compete with other youths of this state and of every country and nation of this world; and**

**WHEREAS, Lake County is justly proud of its sons and daughters who have so willingly taken upon themselves the hardships and disciplines, both physical and mental, which successful participation in sporting events demands; and**

**WHEREAS, CODY GOODWIN, a Crown Point High School Senior, captured the Indiana State Wrestling Championship - 170 Pound Weight Division, on February 18, 2023 at Gainbridge Fieldhouse in Indianapolis.**

**NOW, THEREFORE, LET IT BE RESOLVED that the Lake County Council, and all citizens of Lake County extend congratulations and praise to CODY GOODWIN for capturing first place in the IHSAA State Wrestling Meet - 170 Pound Weight Division; that a copy of this Resolution be spread on the official records of the Lake County Council, and an official copy be delivered to CODY GOODWIN.**

**DULY ADOPTED by the Lake County Council, this 14th day of March, 2023.**

\_\_\_\_\_  
**CHARLIE BROWN - President**

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**DAVID HAMM**

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**CHRISTINE CID**

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**RANDELL C. NIEMEYER**

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**CLORIUS L. LAY**

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**PETE LINDEMULDER**

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**TED F. BILSKI**

**Members of the Lake County Council**



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION HONORING CROWN POINT HIGH SCHOOL SENIOR  
ORLANDO CRUZ,  
IHSAA STATE WRESTLING CHAMPION - 182 POUND WEIGHT DIVISION**

**WHEREAS, students and professional athletes nurtured and trained in Lake County, Indiana, have consistently shown excellence in all sporting endeavors; and**

**WHEREAS, Lake County has generously sent forth its spirited and athletic youth to compete with other youths of this state and of every country and nation of this world; and**

**WHEREAS, Lake County is justly proud of its sons and daughters who have so willingly taken upon themselves the hardships and disciplines, both physical and mental, which successful participation in sporting events demands; and**

**WHEREAS, ORLANDO CRUZ, a Crown Point High School Senior, captured the Indiana State Wrestling Championship - 182 Pound Weight Division, on February 18, 2023 at Gainbridge Fieldhouse in Indianapolis.**

**NOW, THEREFORE, LET IT BE RESOLVED that the Lake County Council, and all citizens of Lake County extend congratulations and praise to ORLANDO CRUZ for capturing first place in the IHSAA State Wrestling Meet - 182 Pound Weight Division; that a copy of this Resolution be spread on the official records of the Lake County Council, and an official copy be delivered to ORLANDO CRUZ.**

**DULY ADOPTED by the Lake County Council, this 14th day of March, 2023.**

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**CHARLIE BROWN - President**

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**DAVID HAMM**

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**CHRISTINE CID**

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**RANDELL C. NIEMEYER**

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**CLORIUS L. LAY**

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**PETE LINDEMULDER**

\_\_\_\_\_  
**TED F. BILSKI**

**Members of the Lake County Council**



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION HONORING CROWN POINT HIGH SCHOOL JUNIOR  
WILL CLARK,  
IHSAA STATE WRESTLING CHAMPION - 220 POUND WEIGHT DIVISION**

**WHEREAS, students and professional athletes nurtured and trained in Lake County, Indiana, have consistently shown excellence in all sporting endeavors; and**

**WHEREAS, Lake County has generously sent forth its spirited and athletic youth to compete with other youths of this state and of every country and nation of this world; and**

**WHEREAS, Lake County is justly proud of its sons and daughters who have so willingly taken upon themselves the hardships and disciplines, both physical and mental, which successful participation in sporting events demands; and**

**WHEREAS, WILL CLARK, a Crown Point High School Junior, captured the Indiana State Wrestling Championship - 220 Pound Weight Division, on February 18, 2023 at Gainbridge Fieldhouse in Indianapolis.**

**NOW, THEREFORE, LET IT BE RESOLVED that the Lake County Council, and all citizens of Lake County extend congratulations and praise to WILL CLARK for capturing first place in the IHSAA State Wrestling Meet - 220 Pound Weight Division; that a copy of this Resolution be spread on the official records of the Lake County Council, and an official copy be delivered to WILL CLARK.**

**DULY ADOPTED by the Lake County Council, this 14th day of March, 2023.**

\_\_\_\_\_  
**CHARLIE BROWN - President**

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**DAVID HAMM**

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**CHRISTINE CID**

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**RANDELL C. NIEMEYER**

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**CLORIUS L. LAY**

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**PETE LINDEMULDER**

\_\_\_\_\_  
**TED F. BILSKI**

**Members of the Lake County Council**



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION HONORING CROWN POINT HIGH SCHOOL  
BOYS WRESTLING TEAM-IHSAA STATE WRESTLING CHAMPIONS**

WHEREAS, students and professional athletes nurtured and trained in Lake County, Indiana, have consistently shown excellence in all sporting endeavors; and

WHEREAS, Lake County has generously sent forth its spirited and athletic youth to compete with other youths of this state and of every country and nation of this world; and

WHEREAS, Lake County is justly proud of its sons and daughters who have so willingly taken upon themselves the hardships and disciplines, both physical and mental, which successful participation in sporting events demands; and

WHEREAS, Crown Point High School Boys Wrestling Team captured the IHSAA Wrestling Championship at Gainbridge Fieldhouse in Indianapolis on February 18, 2023, winning the State title for a second year in a row, and the School's third State title, the first coming in 2009.

NOW, THEREFORE, LET IT BE RESOLVED that the Lake County Council, and all citizens of Lake County who are represented by this august body, extend congratulations and praise to the students, teachers, coaches and trainers but most particularly to the young men of the Crown Point High School Boys Wrestling Team, the IHSAA Wrestling State Champions and champions always for Lake County; that a copy of this Resolution be spread on the official records of the Lake County Council, and an official copy be delivered to the Crown Point High School Boys Wrestling Team.

DATED THIS 14th day of March, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

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CHRISTINE CID

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RANDELL C. NIEMEYER

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CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council



# Deferred Feb.

# 5.A



JOHN PETALAS  
TREASURER

LAKE COUNTY GOVERNMENT  
CENTER  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307

January 11, 2023

Mr., Charlie Brown, President  
Lake County Council  
Lake County Council Government Center  
2293 N Main Street  
Crown Point, IN 46307

*ok*

RE: Revised 144

Dear Council President Brown and Council Members:

I am requesting to be placed on the February agenda for an additional \$17,000 for Job Code 16931-011 Senior Clerk in the 2023 year.

Regards,

  
OG

John E. Petalas  
Lake County Treasurer

LAKE COUNTY AUDITOR

2023 JAN 17 AM 9:56

RECEIVED



# STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 20\_\_

Treasurer, 1003

(Name of Office, Department, Board Agency)

LAKE

County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2023

(Calendar Year)

## FULL TIME SALARIED OFFICERS AND EMPLOYEES

Title of Position or Employee Classification

JOB CODE # AND POSITION #	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
16931-011 Senior Clerk	\$56,532.00	\$73,532.00	\$17,000.00
Total(s):	\$56,532.00	\$73,532.00	\$17,000.00

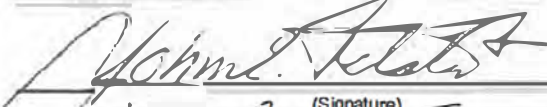
## PART TIME AND HOURLY RATED EMPLOYEES

Title of Position or Employee Classification	Amount	Rate of Pay*	Hour, day, week, month, etc.
		Per	
		Per	
		Per	
		Per	
		Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

Date 1/4/23

  
 (Signature)  
 LAKE  
 (Title)




















### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.



## Payroll Budget

Entity Fund  
1003.Treasurer 1001.County General

				Baseline	Department Request	Custom Version	Working Budget	Council Approved
100316650002.Cashier	13001 	No_Unioncode	61160.Office & Clerical	39,000			39,000	39,000
100316650003.Cashier	22519 	No_Unioncode	61160.Office & Clerical	41,919.90			41,919.90	41,919.90
100316653001.Tax Clerk	02124 	No_Unioncode	61160.Office & Clerical	38,458.99			38,458.99	38,458.99
100316653002.Tax Clerk	14750 	No_Unioncode	61160.Office & Clerical	38,678.85			38,678.85	38,678.85
100316653003.Tax Clerk	07443 	No_Unioncode	61160.Office & Clerical	41,273.86			41,273.86	41,273.86
100316653004.Tax Clerk	15225 	No_Unioncode	61160.Office & Clerical	39,731.95			39,731.95	39,731.95
100316653005.Tax Clerk	18947 	No_Unioncode	61160.Office & Clerical	34,316.88			34,316.88	34,316.88
100316653006.Tax Clerk	24345 	No_Unioncode	61160.Office & Clerical	34,999.95			34,999.95	34,999.95
100316653008.Tax Clerk	20557 	No_Unioncode	61160.Office & Clerical	39,000			39,000	39,000
100316653010.Tax Clerk	19810 	No_Unioncode	61160.Office & Clerical	37,573.95			37,573.95	37,573.95
100316653011.Tax Clerk	09936 	No_Unioncode	61160.Office & Clerical	31,999.97			31,999.97	31,999.97
100316653012.Tax Clerk	16594 	No_Unioncode	61160.Office & Clerical	32,162.83			32,162.83	32,162.83
100316653013.Tax Clerk	02519 	No_Unioncode	61160.Office & Clerical	41,535.94			41,535.94	41,535.94
100316653014.Tax Clerk	22349 	No_Unioncode	61160.Office & Clerical	39,899.81			39,899.81	39,899.81
100316655001.Chief Bookkeeper	08830 	No_Unioncode	61160.Office & Clerical	61,014.93			61,014.93	61,014.93
100316739001.Lead Cash Bookkeeper	14732 	No_Unioncode	61160.Office & Clerical	44,099.95			44,099.95	44,099.95
100316750001.NSF Bookkeeper	15191 	No_Unioncode	61160.Office & Clerical	41,999.98			41,999.98	41,999.98
100316752001.Bank Recon Bookkeeper	21677 	No_Unioncode	61160.Office & Clerical	41,404.90			41,404.90	41,404.90
100316753001.Bankruptcy Specialist	19747 	No_Unioncode	61160.Office & Clerical	42,288.90			42,288.90	42,288.90
100316754001.Lead Mortgage Tax Clerk	12773 	No_Unioncode	61160.Office & Clerical	44,099.95			44,099.95	44,099.95
100316852001.Executive Assistant/Payroll Clerk	14667 	No_Unioncode	61160.Office & Clerical	71,278.90			71,278.90	71,278.90
100316931011.Senior Tax Clerk 	08811 	No_Unioncode	61110.Official & Administrators	56,531.90			56,531.90	56,531.90
100316936001.Assistant Senior Tax Clerk	14402 	No_Unioncode	61160.Office & Clerical	46,251.92			46,251.92	46,251.92
Total								





JOHN PETALAS  
TREASURER

LAKE COUNTY GOVERNMENT  
CENTER  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307

February 15, 2023

Mr., Charlie Brown, President  
Lake County Council  
Lake County Council Government Center  
2293 N Main Street  
Crown Point, IN 46307

*OK  
y*

RE: FORM #3

Dear Council President Brown and Council Members:

I am requesting to be placed on the March agenda for a Transfer of Funds request of \$17,000 from 1001-1003-63190 Other Professional Services to 1001-1003-61160 *Office & Clerk* beginning March 13, 2023.

Regards,

*John Petalas*

John E. Petalas  
Lake County Treasurer

LAKE COUNTY AUDITOR

2023 FEB 24 AM 11:41

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County

TREASURER-1003  
 Dept. Name & No.

as Follows:

FUND NO. 1001-1003

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	1001-1003-63190 OTHER PROFESSIONAL SER.	\$17,000.00	1001-1003-61160 Office & Clerical		\$17,000.00
2.					
3.					
4.					
5.					
Total:					\$17,000.00

II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County

Dept. Name & No.

as follows:

FUND, Line Item No. & Title	Amount
1.	
2.	
3.	
4.	
5.	
6.	
Total:	

III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used.  
 Copy to the Lake County council.

Dept. Name & No.

FUND, Line Item No. & Title	Amount
1.	
2.	
3.	

Name of Department

Signature & Date

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



## **Job Description and Essential Job Duties**

### **CAPITAL ASSESTS**

Attend Commissioner's Meetings, to monitor and report on construction and upgrades to Lake County properties.

Record cost of newly added fixed assets, track existing assets, calculate and recording their depreciation.

Liaison between State Board of Accounts (SBOA) and any contracted consultants.

Audit amounts on the detailed listings from consultants are accurate and complete.

Provide supporting documentation for accumulated depreciation.

Calculating and record depreciation, as well as accounting for disposed assets.

### **PURCHASING**

Conduct training and informational meetings with Department Bookkeepers.

Institute methods to track all rebates (including retail establishments) to insure that all rebates, bonus points, etc. Are accounted for and used by department for necessary items to provided cost efficiency throughout the County.

Supervise Bookkeeping Department Auditor Office as it pertains to Purchase Orders.

Reviewing and Approving Reimbursements for Employees. Necessary in Oracle System.

### **INVENTORY**

Verify all items are tagged appropriately with Lake County Property Tag and Inventory.

Establish a system for tracking inventory.

### **ETHICS TRAINING**

Serve as Lake County representative at all training courses for the Shared Ethics.

Provide education and training on ethics for County employees.



\* Year 2023

\* Fund 1001 County General

\* Department 1003 Treasurer

Account All

Budget\_Balance\_Report\_2...

	Professionals							
1001-1003-61160	County General-Treasurer-Office & Clerical		1,352,880.00	0.00	0.00	81,866.17	81,866.17	1,271,013.83
1001-1003-61190	County General-Treasurer-Part\Time		61,005.00	0.00	0.00	6,413.90	6,413.90	54,591.10
1001-1003-61210	County General-Treasurer-Longevity \- Deduction		11,660.00	0.00	0.00	1,140.00	1,140.00	10,520.00
1001-1003-61280	County General-Treasurer-Seasonal Employees		3,440.00	0.00	0.00	0.00	0.00	3,440.00
1001-1003-61296	County General-Treasurer-PERF Supplement		0.00	0.00	0.00	0.00	0.00	0.00
1001-1003-61320	County General-Treasurer-FICA \- Deduction		0.00	0.00	0.00	8,910.91	8,910.91	-8,910.91
1001-1003-61330	County General-Treasurer-PERF \- Deduction		0.00	0.00	0.00	14,321.52	14,321.52	-14,321.52
1001-1003-61340	County General-Treasurer-Group Insurance \-Deductio		0.00	0.00	0.00	60,125.00	60,125.00	-60,125.00
1001-1003-61350	County General-Treasurer-Unemployment Comp \- Ded		0.00	0.00	0.00	0.00	0.00	0.00
1001-1003-61360	County General-Treasurer-Workman's Comp \- Ded		0.00	0.00	0.00	1,540.00	1,540.00	-1,540.00
1001-1003-62110	County General-Treasurer-Office Supplies		17,953.00	0.00	18.04	4,866.60	4,884.64	13,068.36
1001-1003-63190	County General-Treasurer-Other Professional Servic		168,000.00	0.00	874.00	9,644.00	10,518.00	157,482.00
1001-1003-63220	County General-Treasurer-Postage		1.00	0.00	0.00	0.00	0.00	1.00
1001-1003-63231	County General-Treasurer-Travel \- Registration		385.00	0.00	0.00	0.00	0.00	385.00
1001-1003-63232	County General-Treasurer-Travel \- Meals		330.00	0.00	0.00	0.00	0.00	330.00
1001-1003-63233	County General-Treasurer-Travel \- Lodging		1,112.00	0.00	0.00	0.00	0.00	1,112.00
1001-1003-63234	County General-Treasurer-Travel \- Trans/Other		1.00	0.00	0.00	0.00	0.00	1.00
1001-1003-63235	County General-Treasurer-Travel \- Mileage		6,570.30	0.00	0.00	931.89	931.89	5,638.41
1001-1003-63320	County General-Treasurer-Advertising		3,000.00	0.00	0.00	0.00	0.00	3,000.00
1001-1003-63620	County General-Treasurer-Equipment Repair		1,396.00	0.00	812.14	0.00	812.14	583.86
1001-1003-63630	County General-Treasurer-		5,518.00	0.00	77.00	227.79	304.79	5,213.21





OSCAR MARTINEZ  
LAKE COUNTY SHERIFF  
LAKE COUNTY, INDIANA

January 30, 2023

Lake County Council  
Attn: Charlie Brown, President  
2293 N. Main Street  
Crown Point, IN 46307

Re: Additional Appropriation Form 3

Dear Council President Brown & Members,

Following the Council's application approval of additional appropriations and create new line items at the March 2023 meeting as submitted on form 3. The Lake County Drug Task force was subsequently awarded a no local match-100% federally funded 2022 Homeland Security-Nonpriority Aircraft and PPE Equipment Upgrade Grant in the amount of \$131,328.00; the award number is EMW-2022-SS-00064.

Please include the enclosed Form-3 on the March 2023 County Council meeting agenda.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Oscar Martinez".

Oscar Martinez  
Lake County Sheriff

Handwritten initials in black ink, possibly "MB".

LAKE COUNTY AUDITOR

2023 FEB -3 PM 1:58

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County  
 as follows: FUND NO. \_\_\_\_\_  
 \_\_\_\_\_  
 Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
Total:					_____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County  
 as follows: \_\_\_\_\_  
 Dept. Name & No.

FUND, Line Item No. & Title	Amount
1. 8446 64490 Other Equipment (Create New)	\$131,328.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
Total:	\$131,328.00

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County  
 as follows along with evidence of the obligation for which the encumbrance shall be used.  
 Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

\_\_\_\_\_  
 Lake County Sheriff  
 Name of Department

\_\_\_\_\_  
 Signature & Date

PLEASE NOTE:

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- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



**ORDINANCE NO. 1479A**

**ORDINANCE ESTABLISHING THE LAKE COUNTY SHERIFF'S  
2022 HOMELAND SECURITY - NONPRIORITY AIRCRAFT AND  
PPE EQUIPMENT UPGRADE GRANT FUND, A NON-REVERTING FUND**

- WHEREAS,** Indiana Code 36-2-3.5-3 provides that the Lake County Council is the fiscal and legislative body for Lake County, Indiana; and
- WHEREAS,** Indiana Code 36-2-3.5-5 provides that the County Council shall pass all ordinances, orders, resolutions and motions for the government of the County in the manner prescribed by I.C. 36-2-4, et. seq.; and
- WHEREAS,** Indiana Code 36-2-5-2(b) provides that the Lake County Council shall appropriate money to be paid out of the County Treasury, and money may be paid from the County Treasury only under appropriation made by the County Council, except as otherwise provided by law; and
- WHEREAS,** the Federal Department of Homeland Security, has established a Homeland Security Grant Program to support state and local efforts to prevent terrorism and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States; and
- WHEREAS,** the Indiana Department of Homeland Security administers the State Homeland Security Program awarding federal funds to support local preparedness activities that address high priority preparedness gaps across all core capabilities that support terrorism preparedness; and
- WHEREAS,** the Indiana Department of Homeland Security awarded the Lake County Sheriff's Department a grant award in the amount of One Hundred Thirty-One Thousand Three Hundred Twenty-Eight (\$131,328.00) Dollars through the FY2022 State Homeland Security Program; and
- WHEREAS,** that pursuant to the Indiana Department of Homeland Security State Homeland Security Program funds shall be used for the "Nonpriority Aircraft and PPE Equipment upgrade"; and
- WHEREAS,** the Lake County Council desires to establish the Lake County Sheriff's 2022 Homeland Security - Nonpriority Aircraft and PPE Equipment Upgrade Grant Fund, a non-reverting fund, for the deposit and disbursements of funds from the State Homeland Security Grant Program.


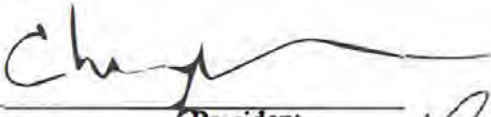
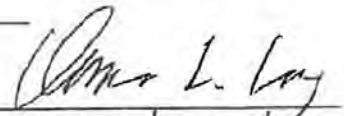

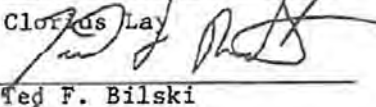
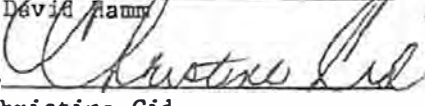
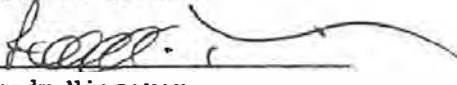
**NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:**

1. That the Lake County Sheriff's 2022 Homeland Security - Nonpriority Aircraft and PPE Equipment Upgrade Grant Fund, a non-reverting fund, is established for the deposit and disbursement of funds received from the State Homeland Security Grant Program.
2. That the monies received from the State Homeland Security Grant Program shall be used for the purposes as designated by the Federal Department of Homeland Security.



3. Any money remaining in the fund at the end of the year shall not revert to any other fund but continues in the Lake County Sheriff's 2022 Homeland Security - Nonpriority Aircraft and PPE Equipment Upgrade Grant Fund
4. In the event the Lake County Sheriff receives future awards for nonpriority projects from the Indiana Department of Homeland Security, the Sheriff may account for such Grants using the established Fund.

SO ORDAINED THIS 10th DAY OF JANUARY, 2023.

 Pete Lindemulder	 Charlie Brown President	 Clarence Lay
 David Hamm		 Ted F. Bilski
 Christine Cid		 Randy Niemeyer

Members of the Lake County Council



**Request to Apply for a Grant****IMPORTANT:** This form **MUST** be provided to the Grant Oversight Committee **PRIOR** to submitting a Grant Application.**To: Ms. Christine Cid, Council Grant Oversight Committee** – copy to: jeanannficker@att.net**From:** Tanya Curtis**Department:** LCSD**Email:** tcurtis@lakecountysheriff.com**Phone:** 708-755-3822**Date:** 02/17/23**Grant Project Name:** FY 23 The Kevin and Avonte Program

Grant Application Deadline Date: 03/21/23 (mm/dd/yy)

Grant Application is for (check one): ☒ New Grant ☐ Renewal of Existing Grant-funded Program**If Grant Application is for Renewal of an existing grant, please check responses below:**Is the grant-funded program included in the Department's approved budget? ☐ Yes ☐ NoDoes the renewal increase County/Department matching funds or responsibilities? ☐ Yes ☐ NoDoes the grant giving agency require the County Council to approve the application? ☐ Yes ☐ No**For ALL Grant Applications, please provide responses requested below:**

Grant Program Name: FY 23 The Kevin and Avonte Program Grant

Grant-Giving Agency/Department: US Department of Justice - Bureau of Justice Assistance

Does the grant application also include Grant Agreement acceptance provisions? ☐ Yes ☒ NoWill the grant-funded project require local cost-share or matching funds? ☐ Yes ☒ No

If yes, what percentage cost-share or match is required? %

Is this grant program funded by the Federal Government? ☒ Yes ☐ No

If yes, provide the following:

Federal Department/Agency providing grant funds: US Dept. of Justice - BJA

**Briefly describe how the grant funds will be used**

The FY 23 Kevin and Avonte Program Grant will fund a community safety prevention project led by the Lake County sheriff's Department. Purchased with grant funds will be Project Lifesaver tracking wrist bands for cognitively impaired Lake county residents. This reimbursement grant provides federal funding on a quarterly basis to pay project expenses. No local matching funds are required.

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages				
Employee Benefits				
Travel/Mileage				
Supplies				
Equipment	\$150,000.00			
Construction				
Other				
<b>TOTAL</b>	\$150,000.00	\$0	\$0	\$150,000.00

Grant Payment Method: ☒ Reimbursement ☐ Advance ☐ Other

County Fund Number(s) for Match or Start-up/Seed money: New Fund to be Created

Est. Project Start Date: 10/01/23

Est. Project End Date: 9/30/26

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Curtis, Tanya](#)  
Subject: Grant Item #3 = LCSD's DOJ FY 2023 Kevin & Avonte Grant Form  
Date: Monday, March 6, 2023 8:58:23 AM  
Attachments: [LCSD - 2023 DOJ Kevin and Avonte Grant Form.pdf](#)

---

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

—  
Christine,

The LCSD intends to apply for grant funding from the US Department of Justice-Bureau of Justice Assistance (DOJ-BJA) "Kevin and Avonte Program: Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities." The LCSD's County Grant Form is attached for Council review.

### **Consultant Review**

According to the DOJ-BJA's FY 2023 grant guidance document, "Kevin and Avonte's Law...authorized BJA to support local efforts to address this public safety challenge by providing grants to health care agencies, law enforcement and other public safety agencies, and nonprofit organizations that (1) implement locative technologies to track missing individuals, and/or (2) develop or operate programs to prevent wandering, increase individuals' safety, and facilitate rescue."

The LCSD is requesting **\$150,000** in federal funds to expand its existing Operation Lifesaver Project that provides individuals with dementia or developmental disabilities with wristbands with tracking capabilities. In the event a program participant wanders off or goes missing, the equipment's transponder can be activated enabling law enforcement to quickly locate an individual before they are injured or suffer from exposure.

This is a reimbursement grant and **no local match is required**. The grant start-up date is October 1, 2023 and the LCSD must complete the project by September 30, 2026.

### **Consultant Recommendation**

Based on my review of the proposed grant-funded project, **I recommend the Council approve the LCSD's FY 2023 DOJ-BJA Kevin and Avonte Program Grant Application.**

Please feel free to call or email me about this proposed Grant Application or the attached County Grant Form.

Sincerely,  
Jeanann Ficker  
(219) 663-8526



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
Subject: Grant Applications for March 14, 2022 Council Regular Meeting  
Date: Monday, February 27, 2023 11:59:00 AM

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## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Christine,

I am writing to request the following proposed Grant Applications be placed on the Council's March Regular Meeting Agenda:

**(1) Lake Superior Court - Division II LADOS Program = Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application**

**(2) Lake Superior Court - Division II LADOS Program = Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application**

**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

**(5) Lake County Adult Community Corrections Department - Community Transitions Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application**

**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant



## ORDINANCE NO. \_\_\_\_\_

**ORDINANCE ESTABLISHING THE LAKE COUNTY  
SHERIFF'S HOMELAND SECURITY FY 2022 PORT  
SECURITY GRANT FUND, A NON-REVERTING FUND**

- WHEREAS,** Indiana Code 36-2-3.5-3 provides that the Lake County Council is the fiscal and legislative body for Lake County, Indiana; and
- WHEREAS,** Indiana Code 36-2-3.5-5 provides that the County Council shall pass all ordinances, orders, resolutions and motions for the government of the County in the manner prescribed by I.C. 36-2-4, et. seq.; and
- WHEREAS,** Indiana Code 36-2-5-2(b) provides that the Lake County Council shall appropriate money to be paid out of the County Treasury, and money may be paid from the County Treasury only under appropriation made by the County Council, except as otherwise provided by law; and
- WHEREAS,** the U.S. Department of Homeland Security awarded the Lake County Sheriff's Department a grant award in the amount of Five Hundred Eighty-Three Thousand One Hundred Sixty-Eight (\$583,168.00) Dollars through the Port Security Grant Program; with local matching funds of One Hundred Ninety-Four Thousand Three Hundred Eighty-Nine (\$194,389.00) Dollars or twenty-five (25%) percent of the total approved project costs of Seven Hundred Seventy-Seven Thousand Five Hundred Fifty-Seven (\$777,557.00) Dollars; and
- WHEREAS,** that pursuant to the U.S. Department of Homeland Security FY 2022 Port Security Grant Program funds shall be used for the purchase of a boat and equipment outfitting the boat; and
- WHEREAS,** the Lake County Council desires to establish the Sheriff's Homeland Security FY 2022 Port Security Grant, a non-reverting fund, for the deposit of Five Hundred Eighty-Three Thousand One Hundred Sixty-Eight (\$583,168.00) Dollars from the U.S. Department of Homeland Security; with local matching funds of One Hundred Ninety-Four Thousand Three Hundred Eighty-Nine (\$194,389.00) Dollars or twenty-five (25%) percent of the total approved project costs of Seven Hundred Seventy-Seven Thousand Five Hundred Fifty-Seven (\$777,557.00) Dollars.

**NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:**

1. That the Lake County Sheriff's Homeland Security FY 2022 Port Security Grant Fund, a non-reverting fund, is established for the deposit Five Hundred Eighty-Three Thousand One Hundred Sixty-Eight (\$583,168.00) Dollars from the U.S. Department of Homeland Security; with local matching funds of One Hundred Ninety-Four Thousand Three Hundred Eighty-Nine (\$194,389.00) Dollars or twenty-five (25%) percent of the total approved project costs of Seven Hundred Seventy-Seven Thousand Five Hundred Fifty-Seven (\$777,557.00) Dollars.



2. That the monies received from the U.S. Department of Homeland Security Grant Program shall be used to purchase a boat and equipment outfitting the boat.
3. That pursuant to I.C. 36-2-5-2(b), the Lake County fiscal body shall appropriate all money to be paid out of the fund, except as otherwise provided by law.
4. Any money remaining in the fund at the end of the year shall not revert to any other fund but continues in the Lake County Sheriff's Homeland Security FY 2022 Port Security Grant Fund.
5. In the event the Lake County Sheriff receives future awards from the U.S. Department of Homeland Security Port Security Grant Program, those grants may be accounted for using the established Fund.

SO ORDAINED THIS 14<sup>th</sup> DAY OF MARCH, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council





**LAKE COUNTY PLAN COMMISSION**  
**PLANNING & BUILDING DEPARTMENTS**  
 2293 N. MAIN STREET  
 CROWN POINT, IN 46307

755-3700  
 755-3701  
 374-5955  
 24 HOUR ANSWERING SERVICE 755-3702

February 2, 2023

Mr. Charlie Brown, President  
 Mrs. Christine Cid, Vice-President  
 Mr. Ted Bilski, Member  
 Mr. Dave Hamm, Member  
 Mr. Clorius Lay, Member  
 Mr. Randy Niemeyer, Member  
 Mr. Pete Lindermulder, Member

**LAKE COUNTY COUNCIL**  
 Lake County Government Center  
 Crown Point, Indiana 46385

RE: 2023 Request for Additional Appropriation - Planning Commission,  
 General Fund

*ok y*

Dear Council:

Attached find our Form #3 request for Additional Appropriations to four Line Items. We are asking for the following appropriations:

1. An addition of \$896 to our Office Supply Account. This is necessary because we used all but about \$120 of the \$5,000 appropriated last year (2022). This Appropriation would return our Office Supply Account to last year's amount;
2. An addition of \$500 to our Advertising Account. This Appropriation in our 2022 Budget was \$1000. Currently, the appropriation is \$67. This is necessary because of intermittent need for us to advertise or re-advertise public notice on ordinance amendments or any other public notice required by Law. This is an item we may not use or have to come back for additional money, but is necessary due to the time constraints between the time we need to place the advertisement and the time it takes to appear before the Council to gain the Additional Appropriation. As an example we are attempting to publish a legal ad for our new zoning and subdivision ordinance, but now lack the funding to do it;
3. An addition of \$400 to our Maintenance & Service Account. This Appropriation was \$2438 in our 2022 Budget, but has been reduced to \$1 in 2023. This is needed in order to cover payment for our bottled water. This is the account we have been instructed to use for that purpose;
4. An addition of \$862 to our Registration Account. This Appropriation was \$1000 in our 2022 Budget. The requested amount will bring the Appropriation back to the 2022 budgeted amount. This is for our ability to keep our professional staff

RECEIVED

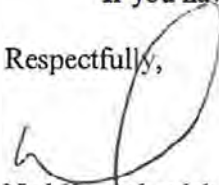


knowledgeable through seminars, classes, and training. We attempt to gain knowledge through as many free classes as possible. As everyone is aware, the Pandemic cancelled many events that we may have attended, but it seems many classes, seminars, and courses are becoming available again. This additional appropriation would allow us to keep up with current trends in the planning and building fields. As in item #2, we may not use the money if we can attend free classes, but need to have the funds available due to the time constraints between the time we need to apply for a class and the time it takes to appear before the Council to gain the Additional Appropriation. The class would probably be over or not be available by the time it takes to obtain the appropriation.

We have discussed this matter with your staff and are requesting your approval of the Additional Appropriations. The total amount requested is \$2,658.

If you have any questions, contact me.

Respectfully,

A handwritten signature in black ink, appearing to read 'Ned Kovachevich', written over a light blue circular stamp.

Ned Kovachevich, Executive Director



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County  
 as follows: FUND NO. \_\_\_\_\_  
 \_\_\_\_\_  
 Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
					<b>Total:</b> _____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County  
 PLAN COMMISSION, DEPT 5004 as follows:  
 \_\_\_\_\_  
 Dept. Name & No.

FUND, Line Item No. & Title	Amount
1. 1001-5004-62110 Office Supplies	\$896.00
2. 1001-5004-63320 Advertising	\$500.00
3. 1001-5004-63630 Maint & Serv Contracts	\$400.00
4. 1001-5004-63231 Registration	\$862.00
5. _____	_____
6. _____	_____
<b>Total: \$2,658.00</b>	

*oky*

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County  
 as follows along with evidence of the obligation for which the encumbrance shall be used.  
 \_\_\_\_\_  
 Dept. Name & No. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

LAKE COUNTY PLAN COMMISSION  
 Name of Department

Signature & Date

*2-2-2023*

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.





**Superior Court of Lake County**  
JUVENILE DIVISION

**Judge Thomas H. Stefaniak, Jr.**  
LAKE COUNTY JUVENILE JUSTICE COMPLEX  
3000 WEST 93<sup>RD</sup> AVENUE  
CROWN POINT, IN 46307



PHONE: 219-660-6900  
FAX: 219-736-6209

February 13, 2023

Lake County Council  
2293 North Main Street  
Crown Point, IN 46307

*ok y*

Dear Council Members:

We respectfully request to be added to the March 14<sup>th</sup>, 2023 Council Agenda. We are asking for approval to delete Probation Officer Position (salary \$55,295.00) and create new Nurse Position with the same yearly salary \$55,295.00 in the Juvenile Court General Fund 1001-4005 effective 3/13/2023.

Please see attached Form 144. Thank you in advance for your consideration in this matter.

Sincerely,

**Timothy Gericke, Chief**  
Superior Court Lake County, Juvenile Division  
3000 West 93<sup>rd</sup> Avenue  
Crown Point, IN 46307  
219-660-6950

LAKE COUNTY AUDITOR

2023 FEB 14 AM 9:55

RECEIVED



# STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2023

Juvenile Court - 4005 1001  
(Name of Office, Department, Board Agency)

Lake

County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2023 :

## FULL TIME SALARIED OFFICERS AND EMPLOYEES

Title of Position or Employee Classification

JOB CODE # AND POSITION #	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
12428-025 Probation Officer	\$ 55,295.00	\$ -	\$ (55,295.00)
xxxx-xxx Nurse	0 00	\$ 55,295.00	\$ 55,295.00
Totals	\$ 55,295.00	\$ 55,295.00	\$ -

Title of Position or Employee Classification

Rate of Pay\*

	\$	Per	
	\$	Per	
	\$	Per	
	\$	Per	
	\$	Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:



Chief Deputy  
(Title)

Date February 13, 2023

### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement.
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.





HCM Data Load



Payroll Budget

Payroll Budget  
ReviewNew Position  
Request

Analysis

Payroll Acc  
Validation

Budget D

## Payroll Budget ⓘ

Entity Fund  
4005.Juvenile Court 1001.County General

				Baseline	Department Request	Custom Version	Working Budget	Coun Appro
400512536002.Public Defender	04191	No_Unioncode	61120.Professionals	28,499.95	28,499.95		28,499.95	▲
400512536001.Public Defender	19517	No_Unioncode	61120.Professionals	28,499.95	28,499.95		28,499.95	
400512438002.Supervising Probation Officer	07715	No_Unioncode	61120.Professionals	75,093.82	75,093.82		75,093.82	
400512438001.Supervising Probation Officer	02932	No_Unioncode	61120.Professionals	78,598.83	78,598.83		78,598.83	
400512430001.Dpty Chief Probation Off-Field	09352	No_Unioncode	61120.Professionals	76,909.87	76,909.87		76,909.87	
400512428032.Probation Officer	10729	No_Unioncode	61120.Professionals	63,723.92	63,723.92		63,723.92	
400512428030.Probation Officer	09879	No_Unioncode	61120.Professionals	70,093.92	70,093.92		70,093.92	
400512428029.Probation Officer	09334	No_Unioncode	61120.Professionals	70,093.92	70,093.92		70,093.92	
400512428026.Probation Officer	15126	No_Unioncode	61120.Professionals	52,661.86	52,661.86		52,661.86	
400512428025.Probation Officer *	No_Employee	No_Unioncode	61120.Professionals	55,295	55,295 *		55,295	
400512428023.Probation Officer	08092	No_Unioncode	61120.Professionals	70,093.92	70,093.92		70,093.92	
400512428022.Probation Officer	17903	No_Unioncode	61120.Professionals	52,661.86	52,661.86		52,661.86	
400512428021.Probation Officer	12635	No_Unioncode	61120.Professionals	70,093.92	70,093.92		70,093.92	
400512428020.Probation Officer	07237	No_Unioncode	61120.Professionals	73,598.93	73,598.93		73,598.93	
400512428019.Probation Officer	10697	No_Unioncode	61120.Professionals	72,196.8	72,196.8		72,196.8	
400512428017.Probation Officer	06154	No_Unioncode	61120.Professionals	70,093.92	70,093.92		70,093.92	
400512428016.Probation Officer	24770	No_Unioncode	61120.Professionals	41,020.93	41,020.93		41,020.93	▼



LAKE COUNTY INDIANA  
**VETERANS SERVICE OFFICE**

9

LAKE COUNTY GOVERNMENT CENTER  
2293 N. Main St.  
CROWN POINT, IN 46307



Phone: (219) 755-3285  
Fax: (219) 648-6040

02/16/2023

Honorable Member of the Lake Council,

Respectfully requesting the following:

*ghy*

Creation of line item 63630- Maintenance & Services Contract  
Creation of second job code 61160- Office and Clerical.

Thank you in advance for your consideration in this matter,

Jason Gootee, Director  
Lake County VSO

LAKE COUNTY AUDITOR

2023 FEB 17 AM 9:13

RECEIVED



5003

# STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2023

VETERAN SERVICE OFFICE

LAKE

County, Indiana

(Name of Office, Department, Board Agency)

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2023  
(Calendar Year)

FULL TIME SALARIED OFFICERS AND EMPLOYEESTitle of Position or Employee ClassificationJOB CODE # AND POSITION #

01100 OFFICE AND CLERICAL

16604-02 Asst Service Officer

\$ PRESENT

\$0.00

\$ PROPOSED

\$40,219.00

\$ DIFFERENCE

\$40,219.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Total(s):

\$0.00

\$40,219.00

\$40,219.00

PART TIME AND HOURLY RATED EMPLOYEESTitle of Position or Employee ClassificationAmountRate of PayHour, day, week, month, etc

Per

Per

Per

Per

Per

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

Date 2/16/2023

(Signature)

DEPARTMENT HEAD

(Title)

NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement.
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.



5003

## LAKE COUNTY COUNCIL FORM #3

## BUDGET REVISION REQUEST FORM

- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County

VETERANS SERVICES

as Follows:

FUND NO. 1001

Dept. Name &amp; No.

5003

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.					
2.					
3.					
4.					
5.					
Total:					\$0.00

II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County

VETERANS SERVICES

as follows:

Dept. Name &amp; No.

FUND, Line Item No. &amp; Title

Amount

1.	1001-81160-OFFICE/CLERICAL	\$40,219.00
2.	1001-83830-MAINTEN - CNL	\$186.00
3.		
4.		
5.		
6.		
Total:		\$40,405.00

ok y

III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

Dept. Name &amp; No.

FUND, Line Item No. &amp; Title

Amount

1.		
2.		
3.		

VETERAN SERVICES

Name of Department

Signature &amp; Date

2/16/2023

## PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



Payroll Budget ⓘ

Entity Fund  
5003.Veteran Service 1001.County General

				Baseline	Department Request	Custom Version	Working Budget	Council Approved
500316604001.Asst. Service Officer	24445		No_Unioncode	61160.Office & Clerical	40,218.88	40,218.88	40,218.88	40,218.88
500311702001.Service Officer	18876		No_Unioncode	61110.Official & Administrators	51,351.87	51,351.87	51,351.87	51,351.87
Total					91,570.75	91,570.75	91,570.75	91,570.75





ΣΥΝΔ

[illegible]



## RESOLUTION NO. \_\_\_\_\_

**RESOLUTION PERMITTING THE LAKE COUNTY  
COMMUNITY CORRECTIONS TO PAY AN  
OUTSTANDING 2022 INVOICE/DEBT FROM THE 2023 BUDGET**

**WHEREAS,** the Lake County Community Corrections is currently operating in the 2023 Budget;  
and

**WHEREAS,** the following invoice/debt incurred in the Budget year of 2022, has not been paid:

<u>1244-9101-63190</u>	<u>Other Professional Services</u>
The Center of Workforce Innovations	\$2,450.00; and

**WHEREAS,** the Lake County Council desires to pay the above invoice/debt due.

NOW, THEREFORE, LET IT BE RESOLVED AS FOLLOWS:

That the following 2022 expense shall be paid from  
the Lake County Community Corrections 2023 Budget:

<u>1244-9101-63190</u>	<u>Other Professional Services</u>
The Center of Workforce Innovations	\$2,450.00

SO RESOLVED THIS 14<sup>th</sup> day of March, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council



# LAKE COUNTY COMMUNITY CORRECTIONS

2600 WEST 93<sup>RD</sup> AVENUE; CROWN POINT, IN 46307

Telephone: 219-755-3850 Fax: 219-755-3871

Kellie J. Bittorf  
Executive Director

Hon. Samuel L. Capps  
Chairman

Hon. Thomas P. Stefaniak Jr.  
Vice-Chairman

---

February 17, 2023

Lake County Council  
2293 N. Main Street  
Crown Point, IN 46307

Dear President Charlie Brown

Please consider this letter as official correspondence requesting a resolution to pay one 2022 invoice out of the 2023 budget.

The Center for Workforce Innovations, \$2,450.00, 1244-9101-63190, Other Professional Services.

Please feel free to contact me with any questions or concerns.

Regards,



Siobhan Harvey  
Bookkeeper  
Lake County Community Corrections  
2600 West 93rd Avenue  
Crown Point, IN  
219-755-3850, Ext. 366





CENTER OF WORKFORCE INNOVATIONS, INC.  
2804 BOILERMAKER COURT, SUITE E  
VALPARAISO, IN 46383  
PHONE (219) 462-2940 FAX (219) 465 6860

INVOICE

Customer

Name Lake County Community Corrections  
Address 2600 W. 93rd Avenue  
City, St Crown Point, IN 46307  
Phone (219) 755 3200  
Attn: Loni N. Brittingham

Date 11/7/2022  
Terms Due upon Receipt  
Invoice # 1313  
Fed ID # 35-2099782  
Not for profit Corporation

Units	Description	Cost/Each	Total
<u>Kimbrough Adult Education</u>			
<u>October 2022</u>			
4.00	10/01/22 Session - Sat	70.00	280.00
3.00	10/03/22 Session - Mon	70.00	210.00
4.00	10/08/22 Session - Sat	70.00	280.00
3.00	10/10/22 Session - Mon	70.00	210.00
4.00	10/15/22 Session - Sat	70.00	280.00
4.00	10/22/22 Session - Sat	70.00	280.00
3.00	10/24/22 Session - Mon	70.00	210.00
3.00	10/25/22 Session - Tues	70.00	210.00
4.00	10/29/22 Session - Sat	70.00	280.00
3.00	10/31/22 Session - Mon	70.00	210.00
Total:			\$ 2,450.00
Thank you !			

1244-9101-63196



**Request to Apply for a Grant****IMPORTANT:** This form **MUST** be provided to the Grant Oversight Committee **PRIOR** to submitting a Grant Application.**To:** Ms. Christine Cid, Council Grant Oversight Committee – copy to: jeanannficker@att.net**From:** Kellie Bittorf**Department:** Community Corrections**Email:** bittokj@lakecountyin.org**Phone:** 219-755-3850**Date:** 02/14/23**Grant Project Name:**

FY 2023 Indiana Supreme Court - Drug Court Grant

Grant Application Deadline Date: 02/15/23

(mm/dd/yy)

Grant Application is for (check one):

☒

New Grant

☐

Renewal of Existing Grant-funded Program

**If Grant Application is for Renewal of an existing grant, please check responses below:**

Is the grant-funded program included in the Department's approved budget?

☐

Yes

☐

No

Does the renewal increase County/Department matching funds or responsibilities?

☐

Yes

☐

No

Does the grant giving agency require the County Council to approve the application?

☐

Yes

☐

No

**For ALL Grant Applications, please provide responses requested below:**

Grant Program Name:

Problem-Solving Court - Drug Court Grant

Grant-Giving Agency/Department:

Indiana Supreme Court - Office of Court Services

Does the grant application also include Grant Agreement acceptance provisions?

☒

Yes

☐

No

**Will the grant-funded project require local cost-share or matching funds?**☐

Yes

☒

No

**If yes, what percentage cost-share or match is required?**

%

Is this grant program funded by the Federal Government?

☐

Yes

☒

No

If yes, provide the following:

Federal Department/Agency providing grant funds:

**Briefly describe how the grant funds will be used**

The requested Indiana Supreme Grant to partially finance the following: staff training/travel; participant progress and successful completion recognition items; transportation vouchers to/from program events; emergency housing for participants; and chemical testing supplies to confirm participant compliance with Drug Court requirements.

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages				
Employee Benefits				
Travel/Mileage	2000			2000
Supplies	6000			6000
Equipment				
Construction				
Other	2000			2000
<b>TOTAL</b>	<b>\$10,000</b>			<b>\$10,000</b>

Grant Payment Method:

☐

Reimbursement

☒

Advance

☐

Other

County Fund Number(s) for Match or Start-up/Seed money:

New Grant Fund to be Created

Est. Project Start Date: 04/01/23

Est. Project End Date: 12/31/23

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Kellie J. Bittorf](#); [Servi, Richard](#)  
**Subject:** Grant Item #4 - LCACC FY 2023 IN Sup. Ct - Drug Court Grant Form  
**Date:** Monday, March 6, 2023 1:06:16 PM  
**Attachments:** [LCACC - IN Sup Ct - PSC-Drug Court.pdf](#)

---

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Councilwoman Cid,

Last month, the Lake County Adult Community Corrections (LCACC) program applied for an FY 2023 Problem-Solving Court - Drug Court Grant Award from the Indiana Supreme Court. The LCACC has provided a County Grant Form for Council review.

### **Consultant Review**

If awarded, the FY 2023 Problem-Solving Court - Drug Court Grant will support the County's new Adult Drug Court overseen by the Honorable Judge Samuel Cappas. The LCACC's Grant Application described the new Adult Drug Court as follows:

*[The Adult] Drug Court serves moderate/high risk individuals who have non-violent felony offenses directly or determined to be indirectly related to substance use disorder. Participants must have a felony as their instant offense and be diagnosed with substance use and/or alcohol use disorder.... Referrals may be accepted from prosecutors, courts, defense attorney, county jail, probation, IDOC, parole, community corrections and local service providers.... Once accepted, Participants will attend drug court [for] 18-24 months and participate in four (4) phases that focus on case management, supervision, treatment and other services. Upon successful completion of the Lake County Drug Court, program participants' cases may be dismissed, or they may receive a reduction in their probation obligation, or receive a reduction of their offense level; depending on the parameters of their original plea agreement and/or judicial discretion.*

The LCACC requested **\$10,000** in FY 2023 Problem-Solving Court grant funding. **This is an advance grant with no local match.** The LCACC will use these grant funds to partially finance the following expenditures:

- Staff travel to required training & conferences
- Participant progress milestone & recognition items
- Participant transportation to Drug Court appointments and activities
- Participant emergency housing, and
- Chemical testing and confirming testing supplies to verify participants' compliance with Drug Court requirements.

If awarded, the LCACC will create a new advance Grant Fund to account for this State grant.

### **Consultant Recommendation**

Based on my review of the proposed Grant Application and my knowledge of the Indiana Supreme Court's support for Drug Courts, **I recommend the Council approve the Lake County Adult Community Corrections' FY 2023 Problem-Solving Court - Drug Court Category Grant Award.**

Please feel free to call or email me if you wish to discuss the attached Grant Form or my recommendation.

Sincerely,  
Jeanann Ficker  
(219) 663-8526



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
Subject: Grant Applications for March 14, 2022 Council Regular Meeting  
Date: Monday, February 27, 2023 11:59:00 AM

---

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Christine,

I am writing to request the following proposed Grant Applications be placed on the Council's March Regular Meeting Agenda:

**(1) Lake Superior Court - Division II LADOS Program = Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application**

**(2) Lake Superior Court - Division II LADOS Program = Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application**

**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

**(5) Lake County Adult Community Corrections Department - Community Transitions Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application**

**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant



**Request to Apply for a Grant****IMPORTANT: This form MUST be provided to the Grant Oversight Committee PRIOR to submitting a Grant Application.****To: Ms. Christine Cid, Council Grant Oversight Committee – copy to: jeanannficker@att.net****From:** Kellie Bittorf**Department:** Community Corrections**Email:** bittokj@lakecountyin.org**Phone:** 219-755-3850**Date:** 02/14/23**Grant Project Name:** FY 2023 IN Supreme Court - PSC Mental Health Court Grant

Grant Application Deadline Date: 02/15/23 (mm/dd/yy)

Grant Application is for (check one): ☒ New Grant ☐ Renewal of Existing Grant-funded Program**If Grant Application is for Renewal of an existing grant, please check responses below:**

Is the grant-funded program included in the Department's approved budget? ☐ Yes ☐ No  
 Does the renewal increase County/Department matching funds or responsibilities? ☐ Yes ☐ No  
 Does the grant giving agency require the County Council to approve the application? ☐ Yes ☐ No

**For ALL Grant Applications, please provide responses requested below:**

Grant Program Name: FY 2023 Problem-Solving Court (PSC) - Mental Health Court Grant

Grant-Giving Agency/Department: Indiana Supreme Court - Office of Court Services

Does the grant application also include Grant Agreement acceptance provisions? ☒ Yes ☐ No

Will the grant-funded project require local cost-share or matching funds? ☐ Yes ☒ No  
 If yes, what percentage cost-share or match is required? %

Is this grant program funded by the Federal Government? ☐ Yes ☒ NoIf yes, provide the following:

Federal Department/Agency providing grant funds:

**Briefly describe how the grant funds will be used**

This state grant will be used to partially finance: required staff training/travel; participant progress & completion recognition items; transportation voucher for court & program events; emergency housing for participants; and chemical testing supplies to ensure participant compliance with program requirements.

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages				
Employee Benefits				
Travel/Mileage	2500			2500
Supplies	5500			5500
Equipment				
Construction				
Other	2000			2000
<b>TOTAL</b>	\$10,000			\$10,000

Grant Payment Method: ☐ Reimbursement ☒ Advance ☐ Other

County Fund Number(s) for Match or Start-up/Seed money:

Est. Project Start Date: 04/01/23

Est. Project End Date: 12/31/23

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Kellie J. Bittorf](#); [Servi, Richard](#)  
Subject: Grant Item #5 = LCACC - IN Sup. Ct. PSC - Reentry Court Grant Form  
Date: Monday, March 6, 2023 1:17:18 PM  
Attachments: [LCACC- 2023 IN Sup Ct - PSC Reentry Ct Form.pdf](#)

---

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Councilwoman Cid,

Last month, the Lake County Adult Community Corrections (LCACC) program applied for an FY 2023 Problem-Solving Court - Reentry Court Grant Award from the Indiana Supreme Court. The LCACC's County Grant Form is attached for Council review.

### **Consultant Review**

The LCACC applied for **\$10,000** in FY 2023 Problem-Solving Court Grant to support Lake Superior Court - Criminal Division 1's Community Transition Court (CTC). The CTC has received previous Indiana Supreme Court-Problem-Solving Court Reentry Grant Awards. **This is an advance grant with no local match.**

The CTC provides court-supervised support services to assist individuals transition from an Indiana Department of Corrections (IDOC) facility back into their community. The CTC program engages with participants and modifies their placement to LCACC eight (8) to 12 months prior to their Earliest Possible Release Date (EPRD) from the IDOC. The CTC's staff and trained volunteers assist participants obtain employment, achieve educational goals, resolve driver's license issues, address family issues, and learn life skills needed for a successful transition back into the community.

If successful, the LCACC will use the PSC grant funds to partially finance the following CTC expenditures:

- Staff travel to required training & conferences
- Participant progress milestone & recognition items
- Participant transportation to CTC appointments and activities
- Participant emergency housing
- Participant electronic monitoring and GSP tracking devices, and
- Participants' required chemical testing and confirming testing.

The LCACC will use existing Fund 9395 to account for this State grant.

### **Consultant Recommendation**

Since the Indiana Supreme Court has provided this grant funding to Lake County for several years, **I recommend the Council approve the Lake County Adult Community Corrections' Grant Application for Indiana Supreme Court FY 2023 Problem-Solving Court - Reentry Court Category Grant funding.**



Please feel free to call or email me if you wish to discuss the attached Grant Form or my recommendation.

Sincerely,  
Jeanann Ficker  
(219) 663-8526



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
Subject: Grant Applications for March 14, 2022 Council Regular Meeting  
Date: Monday, February 27, 2023 11:59:00 AM

---

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Christine,

I am writing to request the following proposed Grant Applications be placed on the Council's March Regular Meeting Agenda:

**(1) Lake Superior Court - Division II LADOS Program = Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application**

**(2) Lake Superior Court - Division II LADOS Program = Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application**

**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

**(5) Lake County Adult Community Corrections Department - Community Transitions Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application**

**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant



**Request to Apply for a Grant****IMPORTANT:** This form **MUST** be provided to the Grant Oversight Committee **PRIOR** to submitting a Grant Application.**To: Ms. Christine Cid, Council Grant Oversight Committee – copy to: jeanannficker@att.net****From:** Kellie Bittorf**Department:** Adult Community Corrections**Email:** bittokj@lakecountyin.org**Phone:** 219-755-3850**Date:** 02/14/23**Grant Project Name:** 2023 IN Supreme Court- PSC Reentry Court Grant

Grant Application Deadline Date: 02/15/23 (mm/dd/yy)

Grant Application is for (check one): ☒ New Grant ☐ Renewal of Existing Grant-funded Program**If Grant Application is for Renewal of an existing grant, please check responses below:**

Is the grant-funded program included in the Department's approved budget? ☐ Yes ☐ No

Does the renewal increase County/Department matching funds or responsibilities? ☐ Yes ☐ No

Does the grant giving agency require the County Council to approve the application? ☐ Yes ☐ No

**For ALL Grant Applications, please provide responses requested below:**

Grant Program Name: Problem-Solving Court (PSC) - Reentry Court Grant

Grant-Giving Agency/Department: Indiana Supreme Court-Office of Court Services

Does the grant application also include Grant Agreement acceptance provisions? ☒ Yes ☐ No

Will the grant-funded project require local cost-share or matching funds? ☐ Yes ☒ No

If yes, what percentage cost-share or match is required? %

Is this grant program funded by the Federal Government? ☐ Yes ☒ NoIf yes, provide the following:

Federal Department/Agency providing grant funds:

**Briefly describe how the grant funds will be used**

Indiana Supreme Court PSC Grant funds will partially finance: required training & travel; participant progress & completion recognition items; transportation vouchers to/from Court & program events; and emergency housing for participants. Funds will also used to purchase chemical testing supplies to ensure participant compliance with program requirements.

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages				
Employee Benefits				
Travel/Mileage	3000			3000
Supplies	6500			6500
Equipment				
Construction				
Other	500			500
<b>TOTAL</b>	<b>\$10,000</b>			<b>\$10,000</b>

Grant Payment Method: ☐ Reimbursement ☒ Advance ☐ Other

County Fund Number(s) for Match or Start-up/Seed money:

Est. Project Start Date: 04/01/23

Est. Project End Date: 12/31/23

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Kellie J. Bittorf](#); [Servi, Richard](#)  
**Subject:** Grant Item #6 = LCACC IN Sup. Ct - 2023 PSC Mental Health Court Grant Form  
**Date:** Monday, March 6, 2023 1:28:18 PM  
**Attachments:** [LCACC - 2023 IN Sup Ct - PSC TIC Grant Form.pdf](#)

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## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

—  
Christine,

Last month, the Lake County Adult Community Corrections (LCACC) program applied for an FY 2023 Problem-Solving Court - Mental Health Court Grant Award from the Indiana Supreme Court. The LCACC's County Grant Form is attached for Council review.

### **Consultant Review**

The LCACC applied for FY 2023 Problem-Solving Court (PSC) - Mental Health Category Grant funding to support the Lake Superior Court - Criminal Division 2's Therapeutic Intervention Court (TIC). The TIC's purpose is to engage eligible offenders in a collaboration of services designed to provide assistance to individuals diagnosed with mental health illness involved in the criminal justice system while promoting public safety. The TIC has received previous Problem-Solving Court grant awards from the Indiana Supreme Court.

The LCACC applied for **\$10,000** in FY 2023 Problem-Solving Court grant funding for the TIC. **This is an advance grant with no local match.** The LCACC will use these grant funds to partially finance the following TIC expenditures:

- Staff travel to required training & conferences
- TIC participant progress milestone & recognition items
- TIC participant transportation to/from program appointments and activities
- TIC participant emergency housing, and
- Supplies to conduct TIC participants' required drug-testing.

The LCACC will use existing Fund 9396 to account for this State grant.

### **Consultant Recommendation**

Since the Indiana Supreme Court has provided this grant funding to Lake County for several years, **I recommend the Council approve the Lake County Adult Community Corrections' Grant Application for FY 2023 Problem-Solving Court - Mental Health Category Grant funding.**

Please feel free to call or email me if you wish to discuss the attached Grant Form or my recommendation.



Sincerely,  
Jeanann Ficker  
(219) 663-8526



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
Subject: Grant Applications for March 14, 2022 Council Regular Meeting  
Date: Monday, February 27, 2023 11:59:00 AM

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## External Email

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Christine,

I am writing to request the following proposed Grant Applications be placed on the Council's March Regular Meeting Agenda:

**(1) Lake Superior Court - Division II LADOS Program = Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application**

**(2) Lake Superior Court - Division II LADOS Program = Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application**

**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

**(5) Lake County Adult Community Corrections Department - Community Transitions Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application**

**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant



## ORDINANCE NO. \_\_\_\_\_

**ORDINANCE ESTABLISHING THE ADULT COMMUNITY CORRECTIONS –  
INDIANA DEPARTMENT OF CORRECTIONS – COMMUNITY CORRECTIONS AND JUSTICE  
REINVESTMENT GRANT FOR DRUG COURT PROGRAM ODD-NUMBERED YEAR FUND,  
A NON-REVERTING FUND**

- WHEREAS,** Indiana Code 36-2-3.5-3 provides that the Lake County Council is the fiscal and legislative body for Lake County, Indiana; and
- WHEREAS,** Indiana Code 36-2-3.5-5, provides that the County Council shall pass all ordinances, orders, resolutions and motions for the government of the County in the manner prescribed by I.C. 36-2-4, et. seq.; and
- WHEREAS,** the Lake County Council desires to establish by ordinance all funds within the County Treasury; and
- WHEREAS,** the Indiana Department of Corrections (IDOC) - Community Corrections and Justice Reinvestment (CC&JR) grant program has, for many years, awarded the Lake County Adult Community Corrections (LCACC) Department annual funding to operate community-based supervision programs for the primary purpose of providing sentencing alternatives for felony offenders in lieu of incarceration. In addition to diversion, the LCACC Department serves an important role in rehabilitation through transitional programming and as an intermediate sanction for Parole, Probation, Courts, and other community-based supervision or programs; and
- WHEREAS,** the IDOC-CC&JR Grant funds shall be used exclusively in conformance with Indiana Code § 11-12 and in accordance with the annual Grant Agreement executed between the parties and for no other purposes; and
- WHEREAS,** the IDOC awarded the LCACC FY 2023 Community Corrections and Justice Reinvestment (CC&JR) grant funding in the amount of \$20,128.00 for purposes of sustaining the LCACC Department's Drug Court program from January 1 through December 31, 2023; and
- WHEREAS,** the LCACC Department's Drug Court Grant program serves individuals with a moderate to high risk of repeat offenses, who have non-violent offenses related to substance and/or alcohol use disorder. Upon successful completion of the Drug Court's 18 – 24 month program requirements, participants' cases will be resolved based on an original plea agreement and/or judicial discretion; and
- WHEREAS,** the IDOC has determined each LCACC program funded by the IDOC-CC&JR Grant program must be accounted for in a separate fund which shall alternate between an odd-year award and an even-year award to prevent commingling of grant funds across LCACC programs and between annual program-specific awards; and
- WHEREAS,** the Lake County Council desires to create the LCACC IDOC-CC&JR Drug Court Grant Odd-Numbered Year Fund to account for the current award and any future Drug Court Grant awards made in odd-numbered years.



NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

1. That the Lake County Adult Community Corrections Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for Drug Court program Odd-Numbered Year Fund, a non-reverting fund, is established and will be used for the deposit of the remaining balance and anticipated advance grant payments for the Drug Court program's FY 2023 IDOC-CCJR award.
2. That, as an advance grant, 100% funded by the State of Indiana, and awarded with a grant budget approved by a State Agency, the Lake County fiscal body is not required to appropriate money to be paid out of the fund, except as otherwise provided by law.
3. That this grant fund will be used to make grant-funded purchases in compliance with permissible uses, the Drug Court program's approved grant budget, and appropriations created by the Lake County Auditor's Office.
4. Any money remaining in the fund at the end of the year shall not revert to any other fund but continues in the Lake County Adult Community Corrections Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for Drug Court Odd-Numbered Year Fund.
5. In the event the LCACC receives future IDOC-CCJ&R Grant funding for Drug Court in odd-numbered years, this Fund may be used to account for such awards.

SO ORDAINED THIS \_\_\_\_\_ DAY OF MARCH, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council



## ORDINANCE NO. \_\_\_\_\_

**ORDINANCE ESTABLISHING THE ADULT COMMUNITY CORRECTIONS –  
INDIANA DEPARTMENT OF CORRECTIONS – COMMUNITY CORRECTIONS AND JUSTICE  
REINVESTMENT GRANT FOR THE MENTAL HEALTH COURT ODD-NUMBERED YEAR FUND,  
A NON-REVERTING FUND**

- WHEREAS,** Indiana Code 36-2-3.5-3 provides that the Lake County Council is the fiscal and legislative body for Lake County, Indiana; and
- WHEREAS,** Indiana Code 36-2-3.5-5, provides that the County Council shall pass all ordinances, orders, resolutions and motions for the government of the County in the manner prescribed by I.C. 36-2-4, et. seq.; and
- WHEREAS,** the Lake County Council desires to establish by ordinance all funds within the County Treasury; and
- WHEREAS,** the Indiana Department of Corrections (IDOC) - Community Corrections and Justice Reinvestment (CC&JR) grant program has, for many years, awarded the Lake County Adult Community Corrections (LCACC) Department annual funding to operate community-based supervision programs for the primary purpose of providing sentencing alternatives for felony offenders in lieu of incarceration. In addition to diversion, the LCACC Department serves an important role in rehabilitation through transitional programming and as an intermediate sanction for Parole, Probation, Courts, and other community-based supervision or programs; and
- WHEREAS,** the IDOC-CC&JR Grant funds shall be used exclusively in conformance with Indiana Code § 11-12 and in accordance with the annual Grant Agreement executed between the parties and for no other purposes; and
- WHEREAS,** the IDOC awarded the LCACC FY 2023 Community Corrections and Justice Reinvestment (CC&JR) Mental Health Court grant funding in the amount of \$252,576.00 for purposes of sustaining the LCACC Department's Therapeutic Intervention Court program from January 1 through December 31, 2023; and
- WHEREAS,** the LCACC Department's Therapeutic Intervention Court (TIC) program offers eligible offenders with mental illness a variety of treatment and support services through the criminal justice system while promoting public safety. The TIC's trained staff and community-based providers screen, assess, and treat participants through medication and therapeutic methods. Participants are routinely tested to ensure compliance with prescribed medications and abstinence from other substances and alcohol. Upon successful completion of the TIC program requirements, participants' cases will be resolved based on a participant's plea agreement and/or judicial discretion; and
- WHEREAS,** the IDOC has determined each LCACC program funded by the IDOC-CC&JR Grant program must be accounted for in a separate fund which shall alternate between an odd-year award and an even-year award to prevent commingling of grant funds across LCACC programs and between annual program-specific awards; and



WHEREAS, the Lake County Council desires to create the LCACC IDOC-CC&JR Mental Health Court Grant Odd-Numbered Year Fund to account for the current award and any future Mental Health Court Grant awards made in odd-numbered years.

NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

1. That the Lake County Adult Community Corrections Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for Mental Health Court Odd-Numbered Year Fund, a non-reverting fund, is established and will be used for the deposit of the remaining balance and anticipated advance grant payments for the Therapeutic Intervention Court program's FY 2023 IDOC-CCJR award.
2. That, as an advance grant, 100% funded by the State of Indiana, and awarded with a grant budget approved by a State Agency, the Lake County fiscal body is not required to appropriate money to be paid out of the fund, except as otherwise provided by law.
3. That this grant fund will be used to make grant-funded purchases in compliance with permissible uses, the Mental Health Court's approved grant budget, and appropriations created by the Lake County Auditor's Office.
4. Any money remaining in the fund at the end of the year shall not revert to any other fund but continues in the Lake County Adult Community Corrections Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for Mental Health Court Odd-Numbered Year Fund.
5. In the event the LCACC receives future IDOC-CC&JR Grant funding for Mental Health Court in odd-numbered years, this Fund may be used to account for such awards.

SO ORDAINED THIS \_\_\_\_\_ DAY OF MARCH, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council



## ORDINANCE NO. \_\_\_\_\_

**ORDINANCE ESTABLISHING THE ADULT COMMUNITY CORRECTIONS –  
INDIANA DEPARTMENT OF CORRECTIONS – COMMUNITY CORRECTIONS AND JUSTICE  
REINVESTMENT GRANT FOR A REENTRY COURT ODD-NUMBERED YEAR FUND,  
A NON-REVERTING FUND**

- WHEREAS,** Indiana Code 36-2-3.5-3 provides that the Lake County Council is the fiscal and legislative body for Lake County, Indiana; and
- WHEREAS,** Indiana Code 36-2-3.5-5, provides that the County Council shall pass all ordinances, orders, resolutions and motions for the government of the County in the manner prescribed by I.C. 36-2-4, et. seq.; and
- WHEREAS,** the Lake County Council desires to establish by ordinance all funds within the County Treasury; and
- WHEREAS,** the Indiana Department of Corrections (IDOC) - Community Corrections and Justice Reinvestment (CC&JR) grant program has, for many years, awarded the Lake County Adult Community Corrections (LCACC) Department annual funding to operate community-based supervision programs for the primary purpose of providing sentencing alternatives for felony offenders in lieu of incarceration. In addition to diversion, the LCACC Department serves an important role in rehabilitation through transitional programming and as an intermediate sanction for Parole, Probation, Courts, and other community-based supervision or programs; and
- WHEREAS,** the IDOC-CC&JR Grant funds shall be used exclusively in conformance with Indiana Code § 11-12 and in accordance with the annual Grant Agreement executed between the parties and for no other purposes; and
- WHEREAS,** the IDOC awarded the LCACC FY 2023 Community Corrections and Justice Reinvestment (CC&JR) Reentry Court grant funding in the amount of \$319,916.00 for purposes of sustaining the LCACC Department's Community Transition Court program from January 1 through December 31, 2023; and
- WHEREAS,** the LCACC Department's Community Transition Court (CTC) program helps offenders transition from IDOC facilities to their communities under court supervision. Services are provided over eight (8) to 12-month during which CTC staff assist participants obtain employment, achieve educational and/or training goals, resolve driver's license issues, settle family issues, and provide life skills training. These programs are shown to reduce recidivism in formerly incarcerated individuals; and
- WHEREAS,** the IDOC has determined each LCACC program funded by the IDOC-CC&JR Grant program must be accounted for in a separate fund which shall alternate between an odd-year award and an even-year award to prevent commingling of grant funds across LCACC programs and between annual program-specific awards; and
- WHEREAS,** the Lake County Council desires to create the LCACC IDOC-CC&JR Reentry Court Grant Odd-Numbered Year Fund to account for the current award and any future Reentry Court Grant awards made in odd-numbered years.



NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

1. That the Lake County Adult Community Corrections Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for Reentry Court Odd-Numbered Year Fund, a non-reverting fund, is established and will be used for the deposit of the remaining balance and anticipated advance grant payments for the Community Transition Court program's FY 2023 IDOC-CCJR award.
2. That, as an advance grant, 100% funded by the State of Indiana, and awarded with a grant budget approved by a State Agency, the Lake County fiscal body is not required to appropriate money to be paid out of the fund, except as otherwise provided by law.
3. That this grant fund will be used to make grant-funded purchases in compliance with permissible uses, the Reentry Court's approved grant budget, and appropriations created by the Lake County Auditor's Office.
4. Any money remaining in the fund at the end of the year shall not revert to any other fund but continues in the Lake County Adult Community Corrections Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for Reentry Court Odd-Numbered Year Fund.
5. In the event the LCACC receives future IDOC-CCJ&R Grant funding for Reentry Court in odd-numbered years, this Fund may be used to account for such awards.

SO ORDAINED THIS \_\_\_\_\_ DAY OF MARCH, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council



**From:** [laweaston@aol.com](mailto:laweaston@aol.com)  
**To:** [Ficker, George P.](#); [Victoria Rivera](#); [jeanannficker@att.net](mailto:jeanannficker@att.net); [Thomas C. O'Donnell](#)  
**Subject:** COMMUNITY CORRECTIONS GRANT ORDINANCES (3)  
**Date:** Friday, March 3, 2023 11:06:02 AM  
**Attachments:** [Scan20230303105827.pdf](#)

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## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

—  
George/Tori:

Attached please find three Community Corrections Grant Fund Ordinances to be placed on the March agenda. There will also be additional ordinances for Community Corrections for the March agenda that will be forwarded to you.

If you have any questions, please feel free to contact me.

Lisa Trgovich  
Law Office of Ray L. Szarmach  
2115 W. Lincoln Hwy.  
Merrillville, IN 46410  
219-681-6494



# LAKE COUNTY COMMUNITY CORRECTIONS

2600 WEST 93<sup>RD</sup> AVENUE; CROWN POINT, IN 46307

Telephone: 219-755-3850 Fax: 219-755-3871

Kellie J. Bittorf  
Executive Director

Hon. Samuel L. Cappas  
Chairman

Hon. Thomas P. Stefaniak Jr.  
Vice-Chairman

February 28, 2023

Ray Szarmach  
Attorney for Lake County Council

Ray,

Pursuant to Lake County Community Corrections 2021 Fiscal Audit, we are hereby requesting fourteen (14) Ordinances to create new funds. The Indiana Department of Correction is asking us to do this to be in compliance with State Board of Accounts directives (copy follows). Two (2) of these would be to establish new fund numbers to take the place of funds we currently have today. Fund #s 1122 replacing our 1139 (LCCC Project Income), and #s 1123 replacing part of 1140 (LCCC CTP).

The remaining twelve (12) new fund #s (9000 series) would be to replace two existing fund #s (2160 and 1244 LCCC Grants even/odd years) that each have 6 sub-funds (9101 – 9106) acting as separate LCCC Departments/Programs).

No funds would be required to be appropriated by the LC Council.

We are available for further discussion as necessary.

Respectfully,



Kellie J. Bittorf  
Executive Director  
Lake County Community Corrections  
(219) 755-3850 Ext.303



Richard F. Servi  
Manager Budget & Personnel  
Lake County Community Corrections  
(219) 755-3850 Ext.308

Cc: Terry Barczak  
George Ficker  
Jeanann Ficker



**Servi, Richard**

---

**From:** Feeney, Andrea <AFeeney@idoc.IN.gov>  
**Sent:** Wednesday, February 22, 2023 8:44 AM  
**To:** Servi, Richard; Kellie J. Bittorf  
**Cc:** Haney, Dalton; Dawson, Theresa; Glenn, Danielle  
**Subject:** RE: Lake CC CY21 Audit Follow Up  
**Attachments:** Lake County CC Exit Letter CY21.pdf

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Mr. Servi and Ms. Bittorf,

Hello! Thank you for your thoughtful response. After consultation with Theresa and Dalton, we agree an official finding is not warranted. Please consider my previously e-mailed Corrective Action Plan rescinded.

We will include a note on the exit letter requesting the establishment of fund numbers within the 9000 series. This specific 9000 series requirement is made at the direction of State of Board Accounts. The requirement for the 1122 PI fund number and 1123 fund number for CTP are requirements by state statute. When you or the LCCC team present these requests to the Lake County Council, please convey the importance of these specific fund numbers/fund series requirements. DOC will specifically note on the exit letter that this is NOT an official finding.

We also recognize that paying claims within 90 days is out of your control. We would just like a plan in place for follow up in the event claims are not paid within the 90-day window. With a plan for follow-up with the accounts payable group (e-mail/phone call follow-up, etc.), we will extend grace on the 90-day window expectation. Establishing a plan with follow-up, documents a good-faith effort to get claims paid timely. Maintaining an internal ledger and noting any outstanding claims on the monthly financial report will help to make sure that unpaid claims do not remain unpaid for an extended period of time. If you would save a copy of this follow-up contact that would be great. These e-mails or call notations will not need to be provided to DOC unless requested.

Attached you will find the CY21 Exit Letter for your review. If you would please review and send back a signed copy ASAP (today if at all possible) it will help avoid any delay in upcoming grant award payments.

Thank you again for all your hard work and for the time spent completing the audit. Hope you have a great day!

*Andrea Feeney*

Community Corrections Field Auditor  
Indiana Department of Correction  
302 W Washington Street, E-334  
Indianapolis, IN  
317-452-3601  
afeeney@idoc.in.gov



**From:** Servi, Richard <servirx@lakecountyin.org>  
**Sent:** Friday, February 17, 2023 1:47 PM  
**To:** Feeney, Andrea <AFeeney@idoc.IN.gov>; Bittorf, Kelly (Lake Co.) <bittokj@lakecountyin.org>  
**Cc:** Haney, Dalton <DHaney@idoc.IN.gov>; Dawson, Theresa <ThDawson@idoc.IN.gov>; Glenn, Danielle <DGlenn@idoc.IN.gov>  
**Subject:** RE: Lake CC CY21 Audit Follow Up

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Ms. Feeney,

We are also appreciative of the opportunity to have our meeting Wednesday. It provided a chance for both sides to present what we believed to be the best resolution to the open issues on our CY20 and CY21 audits.

Ms. Bittorf has already accepted the adjusted CY20 Unspent Grant Funds Reconciliation. While we didn't agree with the result, it was in the best interest of all parties to move on.

We agree with the CY21 adjusted Reconciliation, following the removal of the Great Lakes Labs and Servi reimbursement items.

We thank you for furnishing the Procedural Bulletin 3.1, to serve as a guideline for our future fund number requests to the Lake County Auditor.

We would like to object to any proposed finding during the CY21 Audit, as it relates to not establishing new fund numbers for all entities, that were directed during the CY20 Audit. I am forwarding my email response, of 10/13/22, to your request of 10/11/22, detailing 'Audit Questions'. I believe that response supersedes the necessity of an Audit Finding.

In Lake County, Fund #s can only be established by the Lake County Council. The Lake County Council meets once a month on the 2<sup>nd</sup> Tuesday of the month, therefore their next meeting is 3/14/23. They have a preparatory Study Session on 3/9/23, and we will present all requests, as you have outlined, for their action. We believe the 8-digit fund numbers, we have already enacted, satisfies the 9000 series you would wish to see in place for each entity. It also currently applies to our current 1139-910x Project Income Fund #s.

As outstanding claims are paid via the LC accounts payable department, we can only request payment in a timely manner, but do not issue the checks. Many non-utility payments are only paid monthly, so committing to a 90 day plan may not be within our control. Maintaining internal ledgers for each entity will most likely require a manual process, as our new systems haven't produced all the reporting output we had available under our previous system. More to follow as to specific plans and dates.

Once again, we will be most appreciative of an on-site audit as it relates to CY22.

Best regards,

Dick Servi  
Manager, Budgets & Personnel  
Lake County Community Corrections  
2600 W. 93rd Avenue  
Crown Point, IN 46307  
219-755-3850 Ext. 308



**From:** Feeney, Andrea [<mailto:AFeeney@idoc.IN.gov>]

**Sent:** Thursday, February 16, 2023 12:58 PM

**To:** Servi, Richard <[servirx@lakecountyin.org](mailto:servirx@lakecountyin.org)>; Kellie J. Bittorf <[bittokj@lakecountyin.org](mailto:bittokj@lakecountyin.org)>

**Cc:** Haney, Dalton <[DHaney@idoc.IN.gov](mailto:DHaney@idoc.IN.gov)>; Dawson, Theresa <[ThDawson@idoc.IN.gov](mailto:ThDawson@idoc.IN.gov)>; Glenn, Danielle <[DGlennd@idoc.IN.gov](mailto:DGlennd@idoc.IN.gov)>

**Subject:** Lake CC CY21 Audit Follow Up

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

—  
Mr. Servi & Ms. Bittorf,

Hello! Thank you so much for meeting with our team yesterday. We genuinely appreciate both of you setting aside the time and working thru things with us.

Attached you will find an Edited Unspent Grant Funds Reconciliation for CY21. Theresa will provide her adjusted Reconciliation for CY20 in a separate e-mail. I scoured my e-mails and was unable to find the receipt for the Great Lakes PO#4113815 (total of \$2353.60) so I removed that expenditure. If you would please confirm you agree with the adjusted Reconciliation I can close out the CY21 Audit.

Also attached is the Procedural Bulletin 3.1 that was referenced during our call. New fund numbers were not established as directed during the CY20 Audit which will result in a finding. Funds remained comingled until manually separated by sub fund. I would like a corrective action report to be prepared with hard deadlines to have new fund numbers established with the Auditors office for each of the entities. Once these funds are established for each entity, I would like any transactions related to the CY23 Grant Award moved into the newly established fund numbers and for documentation to be provided showing all transactions have been separated by entity and are no longer comingled.

The CTP fund number should be corrected to reflect 1123 and the PI fund number should be corrected to reflect 1122 as required by state statute.

To confirm, when approaching your county Auditor, two alternating fund numbers within the 9000 series should be requested for each entity (one for "odd" years, another for "even"). Fund #1123 should be established for CTP funds, and Fund #1122 should be established for the Community Correction Project Income. PI and CTP will use the same fund numbers from one year to the next.

Although not an official finding, I would like a plan established to ensure all outstanding claims are paid within 90 days. I would also like a plan established to maintain internal ledgers for each entity.

There was also discussion about an in-person Audit for CY22 later this year. An Audit Checklist is uploaded into SharePoint for each of your entities. You can begin uploading those documents at your convenience. During this visit I will be reviewing all claims paid for each of the entities but you do not need to upload any claims documentation into SharePoint. I will reach out to you later in the year to schedule the Audit.

If you have any additional questions, please reach out. Thank you, again, for your time yesterday.



Have a great day!

*cAndrea Feeney*

Community Corrections Field Auditor  
Indiana Department of Correction  
302 W Washington Street, E-334  
Indianapolis, IN  
317-452-3601  
[afeeney@idoc.in.gov](mailto:afeeney@idoc.in.gov)





ISSUING AUTHORITY: INDIANA DEPARTMENT OF CORRECTION

EFFECTIVE DATE: 1/1/2023

### 3.1 Grant Accounts

#### APPLICABLE TO:

Entities who receive Community Corrections & Justice Reinvestment Grant Funding and Juvenile Community Corrections Grant Funding:

1. Adult Community Corrections;
2. Juvenile Community Corrections;
3. Probation;
4. Pretrial Services;
5. Court Recidivism Reduction Programs;
6. Prosecutor's Diversion Programs; and
7. Jail Treatment;

### Summary

The purpose is to provide the requirements for county grant funds and accounts to the fiscal agents and Community Corrections Advisory Boards (CCAB) who receive Community Corrections & Justice Reinvestment Grant Funding.

### Contents

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## Types of Funds & Accounts

### State Grant Funds

The Community Corrections & Justice Reinvestment Grants are state funds issued by the Department. Local Jurisdictions receive a grant of state funds based on the approval of an application for such funds.

Each grant entity will be awarded funding under one contract with the community corrections advisory board. Each awarded entity is a separate project for a specific purpose. The contract will state the total amount of grant funding awarded to the county or regional advisory board and will have a budget for each awarded entity.

### State Grant Fund Account

Each awarded entity must establish a separate fund to be known as the "[Entity Name] Justice Reinvestment Grant Fund" for the purpose of receiving and disbursing funds.

**NOTE:** In the Indiana State Board of Accounts' (SBoA) Chart of Accounts, this fund is known as the 'Community Corrections Grant' and is chosen from 9000 series. Two funds should be established in order to alternate the use of fund accounts each grant year.

- Community Corrections Grant (Exp: 2023 grant funds): Fund chosen from 9000 series
- Community Corrections Grant (Exp: 2024 grant funds): Fund chosen from 9000 series

Disbursement records shall be kept in a manner prescribed by the Department and/or the State Board of Accounts and shall be available to the Department and/or the State Board of Accounts upon request.

Once grant funds have been deposited into the Fund, the county may pay out expenditures from this Fund. Any grant funds not expended revert to the State after the end of the grant cycle.

Contributions from other grants, funding sources, or county funds expended on the entity's program cannot be co-mingled with State Grant funds.

**EXAMPLE:** County receives one executed contract for \$5,000 in grant funds awarded to the County

- The exhibit to the contract will have a budget for each awarded grant entity
  - \$3,000 Budget to Community Correction
    - Requires two state grant funds and one project income fund
  - \$500 Budget to Drug Court
    - Requires two state grant funds
  - \$500 Budget to Re-entry Court
    - Requires two state grant funds
  - \$1000 Budget to Prosecutor Diversion Program
    - Requires two state grant funds

For this example: 8 local state grant funds will be established

1. Community Corrections Grant 2023: Fund chosen from 9000
2. Community Corrections Grant 2024: Fund chosen from 9000
3. Drug Court Community Corrections Grant 2023: Fund chosen from 9000
4. Drug Court Community Corrections Grant 2024: Fund chosen from 9000
5. Re-entry Court Community Corrections Grant 2023: Fund chosen from 9000
6. Re-entry Court Community Corrections Grant 2024: Fund chosen from 9000
7. Prosecutor's Diversion Community Corrections Grant 2023: Fund chosen from 9000
8. Prosecutor's Diversion Community Corrections Grant 2024: Fund chosen from 9000





## Community Corrections Project Income

**NOTE:** *The following section applies to Community Corrections entities only.*

Project Income, which includes home detention fees, user fees, and other income derived from the operation of a Community Corrections program funded by a state grant, shall be disbursed only in furtherance of the approved Community Corrections Budget provided in the grant year's executed contract.

A separate account shall be established for Project Income identified as the "Community Corrections Project Income Fund" (IC 11-12-7[1-4] and IC 11-12-2-12 [a-c]).

**NOTE:** *In the SBoA Chart of Accounts, this is known as fund is known as: Fund 1122 Community Corrections Project Income*

Expenditures from this fund shall be accounted for in the same manner as all other expenditures of Community Corrections grant funds.

Project Income (e.g., home detention fees, residential user fees, and other derived income) does not revert to the state at the end of a grant period.

Project Income can only be spent with prior **written approval** by the Department. Written approval may be in one of two forms:

1. The annual Community Corrections Grant Contract
2. Transfer/Additional Appropriation Form (as outlined in **Procedural Bulletin 3-2**)

Contributions from other grants, funding sources, or county funds expended on the Community Corrections program cannot be co-mingled with Project Income accounts.

This fund **does not** include user fees established for:

- Pretrial Service Fees under IC 35-33-8-3.3
- Deferred Prosecution Fee under IC 33-37-5-17
- Problem Solving Court Fees under IC 33-23-16-23
- Alcohol and Drug Services Program Fee under IC 33-37-5-8(b)
- Probation User and Administration Fees under IC 35-38-2-2
- Any user fee that is directed to be deposited to:
  - County User Fee Fund under IC 33-37-8-7
  - Supplemental Adult Probation Fund
  - Pretrial diversion program fund under IC 33-27-8-6

All fees established under the Indiana Trial Court Fee Manual must follow the fee guidelines and be administered in the manner listed.





### Community Transition Program (CTP)

**NOTE:** *This applies to Community Corrections entities who supervise CTP offenders.*

An established Community Corrections program may receive funds on a reimbursable basis for supervision of CTP participants. Community Corrections Programs receiving CTP funds agree to comply with the following:

1. The entity must establish a separate fund for the purpose of receiving and disbursing CTP funds.

**NOTE:** *In the SBoA Chart of Accounts, this fund is known as: Fund 1123 Community Transition Program*

2. Disbursement records shall be kept in a manner prescribed by the Department of Correction and/or the State Board of Accounts. Records shall be available to the Department of Correction and/or the State Board of Accounts upon request.

Once funds have been earned and deposited, the funds shall be administered by the Community Corrections Advisory Board. The funds should be used for programs and services provided by the Community Corrections program. The reimbursement amounts do not revert to the state at the end of the grant period.

If necessary, CTP funds may be transferred to the Project Income fund account. Further information is provided in ***Procedural Bulletin 3.2 Program & Budget Revisions***.

### Comingling of Funds

Each grant-funded entity's award must be accounted for separately. The Community Corrections Advisory Board must ensure that each entity awarded establishes its own separate grant fund accounts and that grant funds are not comingled with funds from other sources. Grantees and sub-grantees are prohibited from comingling funds on both a program-by-program basis and entity-by-entity basis.

Funds specifically awarded to one entity or program may not be used to support another. If local accounting procedures cannot comply with this requirement, the grantee shall establish a system to provide adequate fund accountability for each program awarded.





## Sub-Awards/Contractual Agreements

Financial arrangements with other entities or individuals to accomplish a portion of the program activities, sub-awards, and procurement transactions must be formalized in written and signed agreements or Memoranda of Understanding (MOUs) between the parties involved. Sub-agreements or MOUs must be made available for IDOC staff to review upon request.

An agreement must include the following:

- Activities to be performed
- Budget
- Project start and end dates
- All required representations, certifications, and assurances
- Program policies and procedures to be followed
- Dollar limitation of the award or contract and any match requirements
- Payment procedure and schedule
- Cost principles to be used in determining allowable costs

All clauses are required by the Contractual Agreement to be included in agreements with sub-grantees/contractual service providers.

The written agreement will not affect the grantee's overall responsibility for the duration of the state funded program and accountability to IDOC. The grantee and the Advisory Board are responsible for monitoring the sub-grantee and monitoring program and financial responsibilities.

**NOTE:** *Grant funds utilized for sub-awards must be utilized in accordance with the grant cycle's allowable expenditures.*

## Accounting and Auditing Requirements

Grantees must maintain accounting systems that accurately account for grant, project income, and any matching funds. Grantees must maintain adequate books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with this agreement for a minimum of six years after completion of the grant or a minimum of three years after an audit is completed, whichever comes later.



ORDINANCE NO. \_\_\_\_\_

ORDINANCE AMENDING THE LAKE COUNTY  
2023 SALARY ORDINANCE, ORDINANCE NO. 1476F,  
REORGANIZING POSITIONS IN THE  
HOBART TOWNSHIP ASSESSOR'S OFFICE (2004 FUND 1001)

**WHEREAS,** on October 11, 2022, the Lake County Council adopted the Lake County 2023 Salary Ordinance, Ordinance No. 1476F; and

**WHEREAS,** the Lake County Council now desires to amend Ordinance No. 1476F to establish a revised Form No. 144 to reorganize positions in the Hobart Township Assessor's Office (2004 Fund 1001), effective upon adoption.

NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

That it be ordained by the Lake County Council that the attached Form No. 144, Exhibit "A", reorganizing positions in the Hobart Township Assessor's Office (2004 Fund 1001), is hereby approved, effective upon adoption.

SO ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council





1461 S. Lake Park Ave.  
Hobart, Indiana 46342

*Lino Maggio*  
Hobart Township Assessor

Office: (219) 942-7878

February 14, 2023

Lake County Council  
Lake County Government Center  
2293 N Main Street  
Crown Point, IN 46307

Honorable Members County Council,

A handwritten signature in cursive script, likely belonging to Lino Maggio.

The Hobart Township Assessor requests to be put on the March 14, 2023 agenda of the County Council meeting for purpose of reorganizing the office. We are adopting the job descriptions that are utilized at the Lake County Assessor's office. Also, we are eliminating a full time position for Reassessment.

Yours Truly,

A handwritten signature in cursive script, reading "Lino Maggio".

Lino Maggio

Hobart Township Assessor

LAKE COUNTY AUDITOR

2023 FEB 17 AM 10:49

RECEIVED



**STATEMENT OF SALARIES AND WAGES  
PROPOSED TO BE PAID OFFICERS AND EMPLOYEES  
CALENDAR YEAR ~~2023~~ 2023 y**

*Fund 1001*

Hobart Township Assessor 2004  
(Name of Office, Department, Board, Agency)

LAKE

County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year ~~2020~~ 2023 y

**FULL TIME SALARIED OFFICERS AND EMPLOYEES**

<u>Title of Position or Employee Classification</u>			
<u>JOB CODE # AND POSITION #</u>	<u>\$ PRESENT</u>	<u>\$ PROPOSED</u>	<u>\$ DIFFERENCE</u>
13455001 Real Estate Deputy	\$ 37,140.00	\$ -	\$ 37,140.00
13XXX 001 Assessment Specialist (CNL)	\$ -	\$ 37,140.00	\$ (37,140.00)
13458001 Personal Property Deputy	\$ 34,690.00	\$ -	\$ 34,690.00
13XXX 001 Assessment Coordinator (CNL)	\$ -	\$ 34,690.00	\$ (34,690.00)
13128001 Appeal Deputy	\$ 34,307.00	\$ -	\$ 34,307.00
13xxx 001 Deputy Assessor (CNL)	\$ -	\$ 34,307.00	\$ (34,307.00)
16001001 Data Entry Clerk	\$ 33,993.00	\$ -	\$ 33,993.00
13XXX 001 Assessment Specialist- Coordinator (CNL)	\$ -	\$ 33,993.00	\$ (33,993.00)
16557001 Field Deputy Clerk II	\$ 31,569.00	\$ -	\$ 31,569.00
<b>Totals</b>	<b>\$ 171,699.00</b>	<b>\$ 140,130.00</b>	<b>\$ 31,569.00</b>

*OK y*

**PART TIME AND HOURLY RATED EMPLOYEES**

<u>Title of Position or Employee Classification</u>	<u>Rate of Pay:</u>
_____	\$ _____ Per _____
_____	\$ _____ Per _____
_____	\$ _____ Per _____
_____	\$ _____ Per _____
_____	\$ _____ Per _____

Show rate of pay per month, week, day, hour, etc.

Submitted by: \_\_\_\_\_

*Leo Mayes*  
(Signature)

Date February 17 2023

Hobart Township Assessor  
(Title)

**NOTES:**

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement.
- (3) The County Auditor shall complete the reverse side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.

*Ex. A.*





1461 S. Lake Park Ave.  
Hobart, Indiana 46342

*Lino Maggio*  
Hobart Township Assessor

Office: (219) 942-7878

**Job Title: Assessment Specialist**

**Responsibilities**

- ✓ Determine value of properties
- ✓ Field reviews/inspections
- ✓ Enter real estate/sales data
- ✓ Process assessment forms
- ✓ Validate Sales Disclosures
- ✓ Address web inquiries
- ✓ Prepare agenda for PTABOA
- ✓ Train new staff
- ✓ Assist in various departments, as needed
- ✓ Defend appealed assessments at public hearings
- ✓ Present assessment information to the public
- ✓ Statistical Analysis

**Knowledge**

- ✓ Knowledge of all approaches to value
- ✓ Knowledge of CAMA software
- ✓ Knowledge of Word & Excel
- ✓ Knowledge of GIS
- ✓ Knowledge of MLS
- ✓ Knowledge of real estate practices
- ✓ Knowledge of all relevant laws, legal codes and precedents

**Skills**

- ✓ Analytical and problem solving skill
- ✓ Strong mathematical skills
- ✓ Decision making skills
- ✓ Excellent written, verbal and listening communication skills
- ✓ Excellent reading comprehension skills
- ✓ Effective organizational skills
- ✓ Effective time management skills
- ✓ Stress management skills

**Abilities**

- ✓ Inspect/review properties
- ✓ Prepare and maintain accurate records
- ✓ Operate digital camera and upload photos





1461 S. Lake Park Ave.  
Hobart, Indiana 46342

*Lino Maggio*  
Hobart Township Assessor

Office: (219) 942-7878

**Job Title: Assessment Coordinator**

**Responsibilities**

- ✓ Determine value of properties
- ✓ Field reviews/inspections
- ✓ Enter real estate/sales data
- ✓ Process assessment forms
- ✓ Validate Sales Disclosures
- ✓ Address web inquiries
- ✓ Prepare agenda for PTABOA
- ✓ Train new staff
- ✓ Assist in various departments, as needed
- ✓ Defend appealed assessments at public hearings
- ✓ Present assessment information to the public
- ✓ Statistical Analysis
- ✓ Collaborating with other team members/departments as needed
- ✓ Delegating tasks to appropriate team members
- ✓ Managing deadlines and progress across the team to ensure timely submissions.
- ✓ Analyze/identify problems and communicate solutions.
- ✓ Maintains rapport with taxpayers, supervisors, and team members
- ✓ Maintains continuity of work operations by documenting and communicating needed actions to management; discovering irregularities; determining continuing needs.

**Knowledge**

- ✓ Knowledge of all approaches to value
- ✓ Knowledge of CAMA software
- ✓ Knowledge of Word & Excel
- ✓ Knowledge of GIS
- ✓ Knowledge of MLS
- ✓ Knowledge of real estate practices
- ✓ Knowledge of all relevant laws, legal codes and precedents

**Skills**

- ✓ Analytical and problem solving skill
- ✓ Strong mathematical skills
- ✓ Decision making skills
- ✓ Excellent written, verbal and listening communication skills
- ✓ Excellent reading comprehension skills
- ✓ Effective organizational skills



- ✓ Effective time management skills
- ✓ Stress management skills

#### Abilities

- ✓ Inspect/review properties
- ✓ Prepare and maintain accurate records
- ✓ Operate digital camera and upload photos
- ✓ Review information about transfers of property to ensure its accuracy, checking basic information on buyers, sellers, and sales prices and making corrections as necessary
- ✓ Assess the concerns/needs of taxpayers and provide excellent customer service

#### Requirements

- ✓ Indiana Assessor/Appraiser Level 3 Certification
- ✓ Valid driver's license

Candidates would normally attain the required knowledge, skills and level of certification through daily office procedures and completion of coursework for each level of certification. Equivalencies will be considered.



- ✓ Review information about transfers of property to ensure its accuracy, checking basic information on buyers, sellers, and sales prices and making corrections as necessary
- ✓ Assess the concerns/needs of taxpayers and provide excellent customer service

#### Requirements

- ✓ Indiana Assessor/Appraiser Level 3 Certification
- ✓ Valid driver's license

Candidates would normally attain the required knowledge, skills and level of certification through daily office procedures and completion of coursework for each level of certification. Equivalencies will be considered.





1461 S. Lake Park Ave.  
Hobart, Indiana 46342

*Lino Maggio*  
Hobart Township Assessor

Office: (219) 942-7878

**Job Title: Deputy Assessor**

**Responsibilities**

- ✓ Determine value of properties
- ✓ Field reviews/inspections
- ✓ Enter real estate/sales data
- ✓ Process assessment forms
- ✓ Validate Sales Disclosures
- ✓ Address web inquiries
- ✓ Prepare agenda for PTABOA
- ✓ Train new staff
- ✓ Assist in various departments, as needed

**Knowledge**

- ✓ Knowledge of CAMA software
- ✓ Knowledge of Word & Excel
- ✓ Knowledge of GIS
- ✓ Knowledge of MLS

**Skills**

- ✓ Strong mathematical skills
- ✓ Effective organizational skills
- ✓ Effective time management skills
- ✓ Effective stress management skills
- ✓ Effective communication skills

**Abilities**

- ✓ Review information about transfers of property to ensure its accuracy, checking basic information on buyers, sellers, and sales prices and making corrections as necessary
- ✓ Assess the concerns/needs of taxpayers and provide excellent customer service

**Requirements**

- ✓ Indiana Assessor/Appraiser Level 2 Certification

Candidates would normally attain the required knowledge, skills and level of certification through daily office procedures and completion of coursework for each level of certification. Equivalencies will be considered.

**FULL TIME**





1461 S. Lake Park Ave.  
Hobart, Indiana 46342

*Lino Maggio*  
Hobart Township Assessor

Office: (219) 942-7878

**Job Title: Deputy Clerk**

**Responsibilities**

- ✓ Basic data entry
- ✓ Answering phones
- ✓ Sending faxes
- ✓ Filing documents

**Knowledge**

- ✓ Knowledge of CAMA software
- ✓ Knowledge of Word & Excel
- ✓ Knowledge of GIS

**Skills**

- ✓ Effective time management skills
- ✓ Effective stress management skills
- ✓ Effective communication skills

**Abilities**

- ✓ Review information about transfers of property to ensure its accuracy, checking basic information on buyers, sellers, and sales prices
- ✓ Assess the concerns/needs of taxpayers and provide excellent customer service

Candidates would normally attain the required knowledge, skills and level of certification through daily office procedures and completion of coursework for each level of certification. Equivalencies will be considered.

**PART-TIME/ENTRY LEVEL**





## Payroll Budget i

Entity Fund  
2004.Hobart Twp. Assessor 1001.County General

				Baseline	Department Request	Custom Version	Working Budget	Council Approved
200416557001.Field Deputy/Clerk II	22060		No_Unioncode	61160.Office & Clerical	31,568.99		31,568.99	31,568.99
200416001001.Data Entry Clerk	No_Employee		No_Unioncode	61160.Office & Clerical	33,993		33,993	33,993
200413458001.Personal Property Deputy	23379		No_Unioncode	61130.Technicians	34,689.82		34,689.82	34,689.82
200413455001.Real Estate Deputy	22382		No_Unioncode	61130.Technicians	37,139.86		37,139.86	37,139.86
200413126001.Appeals Deputy	22173		No_Unioncode	61130.Technicians	34,306.90		34,306.90	34,306.90
200411101001.Chief Deputy	22280		No_Unioncode	61110.Official & Administrators	48,290.94		48,290.94	48,290.94
Total					219,989.51	219,989.51	219,989.51	219,989.51





1461 S. Lake Park Ave.  
Hobart, Indiana 46342

*Lino Maggio*  
Hobart Township Assessor

Office: (219) 942-7878

February 14, 2023

Lake County Council  
2293 S. Main Street  
Crown Point, IN 46307

Dear Honorable Council Members,

At this time, the office of the Hobart Township Assessor, would like to request ~~an additional~~ *reduction of* appropriations within Fund 1337 per attached Form 3. Our department number is 2004. We want to hire Nexus LTD for cyclical reassessment and annual trending/ratio study for Hobart Township. Hobart Township had Nexus LTD in the past. Please feel free to contact me if you have any questions.

Thank you,

A handwritten signature in black ink that reads "Lino Maggio".

Lino Maggio  
Hobart Township Assessor

LAKE COUNTY AUDITOR

2023 FEB 17 AM 10:49

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_

Dept. Name & No. \_\_\_\_\_

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County HOBART TOWNSHIP ASSESSOR 2004 as follows:

Dept. Name & No. \_\_\_\_\_

FUND, Line Item No. & Title	Amount
1. 337 61100 Overtime	\$ (13,000.00)
2. 337 61280 Seasonal Employees	\$ (22,500.00)
3. 337 63190 Other Professional Services	\$ (3,000.00)
4. <del>337 63190 Other Professional Services</del>	<del>\$ 466,540.00</del>
5. _____	_____
6. _____	_____
Total:	\$ 38,500.00

~~466,540.00~~

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used.

Dept. Name & No. \_\_\_\_\_

Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

HOBART TOWNSHIP ASSESSOR

Name of Department

Signature & Date

*[Signature]*

2-11-23

PLEASE NOTE:

1. ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
2. ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
3. ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



				Proposed Line Item Reductions
1337.Reassessment 2015	2004.Hobart Twp. Assessor	61100.Overtime	\$26,000	\$13,000
1337.Reassessment 2015	2004.Hobart Twp. Assessor	61190.Part-Time	\$24,582	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	61251.Assessor Per Diem	\$11,250	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	61280.Seasonal Employees	\$22,500	\$22,500
1337.Reassessment 2015	2004.Hobart Twp. Assessor	61320.FICA - Deduction	\$7,562	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	61330.PERF - Deduction	\$3,952	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	61360.Workman's Comp - Ded	\$2,120	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	62110.Office Supplies	\$955	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	63190.Other Professional Service	\$8,546	\$3000
1337.Reassessment 2015	2004.Hobart Twp. Assessor	63235.Travel - Mileage	\$3,635	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	63310.Printing	\$1	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	64420.Office Machines	\$2,737	
1337.Reassessment 2015	2004.Hobart Twp. Assessor	64490.Other Equipment	\$538	
Total from 1337. Reassessment 2015				\$38,500
Annual Trending/Ratio Study	Annual Cost		\$20,000	
Cyclical Reassessment	Annual Cost		\$176,549	
Total Annual Cost			\$196,549	
<b>*Reassessment Fund was reduced by \$52,087 for 2023 budget</b>				
<i>Additional Appropriation Request Less Proposed Reductions</i>				\$158,049



# Departmental Budget 1

Ent. by Fund  
2004.Hobart Twp Assessor 1337.Reassessment 2015

	Actual Base	Actual Base	Actual Base	Actual Base	Budget Adjusted Appropriation	Actual Base	Budget Department Request	Budget Working Budget	Budget Council Approved	Budget Original Appropriation	Budget Prior-Year Encumbrances	Budget Adjusted Appropriation	Budget Consolidated Budget
	FY19	FY20	FY21	FY22	FY22	FY23	FY23	FY23	FY23	FY23	FY23	FY23	FY23
61100.Overtime			4,778.06	18,631.18	26,000					26,000		26,000	26,000
61190.Part-Time	23,145	29,416	22,761.5	28,754	77,194					24,582		24,582	24,582
61251.Assessor Per Diem	11,250	10,000	11,250	11,250	11,250					11,250		11,250	11,250
61280.Seasonal Employees				11,032	20,300					22,500		22,500	22,500
61320.FICA Deduction	2,726.09	3,212.23	3,541.52	5,443.3	4,700					7,562		7,562	7,562
61330.PERF - Deduction			439.61	1,705.41	4,400					3,952		3,952	3,952
61360.Workman's Comp Det	647.5	1,080	760	1,240	1,820					2,120		2,120	2,120
62110.Office Supplies	2,642.29	878.18	884.03	462.5	900					955		955	955
63190.Other Professional Service	20,761.87	11,904.78	7,912.73		15,000					8,546		8,546	8,546
63235.Travel - Mileage	3,304.22	2,549.77	2,925.97	1,359.41	3,000					3,634.6		3,634.6	3,634.6
63310.Printing				710.9	1,200					1		1	1
64410.Furniture & Fixtures	14,609.54												
64420.Office Machines		1,918.6	2,534.60		2,100					2,737		2,737	2,737
64490.Other Equipment		918.97	498.38	663.41	1,000					538		538	538





1461 S. Lake Park Ave.  
Hobart, Indiana 46342

*Lino Maggio*  
Hobart Township Assessor

Office: (219) 942-7878

February 14, 2023

Lake County Council  
2293 S. Main Street  
Crown Point, IN 46307

Dear Honorable Council Members

At this time the office of the Hobart Township Assessor would like to request an additional appropriations within Fund 001 per attached Form 3. Our department number is 2004. Our office building was purchased in 2022. The past years the rent was never raised. Please feel free to contact me if you have any questions.

Thank you,

A handwritten signature in black ink that reads "Lino Maggio". The signature is stylized with a long horizontal stroke extending to the right.

Lino Maggio

Hobart Township Assessor

cg

LAKE COUNTY AUDITOR  
2023 FEB 17 AM 10:49

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_

Dep't. Name & No. \_\_\_\_\_

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
Total:					_____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County Hubert Township Assessor as follows:

Dept. Name & No. 2004

FUND, Line Item No. & Title	Amount
1. <u>1001, 63730, Property Rental</u>	<u>\$12,400</u> <i>only</i>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
Total:	<u>\$12,400</u>

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

Dept. Name & No. \_\_\_\_\_

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____
<u>Hubert Township Assessor</u>	<u>Lucy Maggion</u>
Name of Department	Signature & Date

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



Departmental Budget

Entity Fund  
2004.Hobart Twp. Assessor 1001.County General

	Actual	Actual	Actual	Actual	Budget	Actual	Budget	Budget	Budget	Budget	Budget	Budget	
	Base	Base	Base	Base	Adjusted Appropriation	Base	Department Request	Working Budget	Council Approved	Original Appropriation	Prior-Year Encumbrances	Adjusted Appropriation	Consolidated Budget
	FY19	FY20	FY21	FY22	FY22	FY23	FY23	FY23	FY23	FY23	FY23	FY23	FY23
61350.Unemployment Comp Ded										0		0	0
61360.Workman's Comp Ded										0		0	0
62110.Office Supplies	8,865.86	1,154.99	528.78	1,770.89	1,155					571		571	571
62240.Househld & Insur Supplies	13.21	409.73	426.76	418.11	420					461		461	461
62410.Other Supplies		171.18	119.91	597.13	315					130		130	130
63220.Postage	1,650	1,650	1,650		1,700					1,782		1,141	1,141
63231.Travel - Registration	600	700	1,025	1,506	782					660		660	660
63232.Travel Meals	500	150		90	1					550		550	550
63233.Travel Lodging	851.1	452.79	700.83	2,057.21	2,100					936.2		936.2	936.2
63234.Travel - Trans/Other	125			1,217.71	1					137.5		137.5	137.5
63235.Travel - Mileage	2,330.67	278.3	644.32	1,720.66	2,625					2,563.7		2,563.7	2,563.7
63240.Telephone	2,471.12	2,694.38	2,194.88	2,527.33	3,200					2,370	630	2,370	3,000
63510.Utilities	4,096.79	4,212.56	3,718.6	4,394.96	4,500					4,016	35	4,016	4,051
63830.Mainten & Service Cont					1,150					1		562	562
63730 Property Rental	24,000	24,000	24,000	22,000	24,000					24,000		24,000	24,000
63910.Dues & Subscriptions	95	862.31	1,239.78	1825	600					1,339		1,339	1,339
63919.Laundry & Cleaning		2,080		124	1					1		1	1
63955.Official bonds	100	100	100	0	100					108	100	188	288
63980.Court Judgement					1					1		1	1



Cozey Weatherspoon  
Calumet Township Assessor

Phone (219) 885-0555  
Fax (219) 881-2625



February 16, 2023

Mr. Charlie Brown  
President  
Lake County Council  
2293 North Main Street  
Crown Point, Indiana 46307

Mr. Brown:

I would like to reduce appropriations for the 1337 Reassessment Fund in the amount of \$56,000. I have attached the Budget Revision Request Form #3. If you have any questions or concerns, please don't hesitate to contact me.

Respectfully,

Cozey Weatherspoon  
Assessor

Attachment:

LAKE COUNTY ADDITION

2023 FEB 17 AM 11:23

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as Follows: FUND NO. \_\_\_\_\_

Dept. Name & No. \_\_\_\_\_

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
					\$0.00

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County Calumet Township Assessor 2002 as follows:

Dept. Name & No. \_\_\_\_\_

FUND, Line Item No. & Title	Amount
1. 1337 61100 Overtime	(\$15,000.00)
2. 1337 1180 Part Time	(\$30,000.00)
3. 1337 62110 Office Supplies	(\$9,000.00)
4. 1337 62230 Clothing	(\$2,134.00)
5. _____	_____
6. _____	_____
Total:	(\$56,134.00)

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

Dept. Name & No. \_\_\_\_\_

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

Calumet Township Assessor  
 Name of Department \_\_\_\_\_

Signature & Date \_\_\_\_\_

2-17-2023

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



# Departmental Budget ⓘ

Entity Fund  
2002.Calumet Twp. Assessor 1337.Reassessment 2015

	Point of View												
	Actual	Actual	Actual	Actual	Budget	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Budget
	Base	Base	Base	Base	Adjusted Appropriation	Base	Department Request	Working Budget	Council Approved	Original Appropriation	Prior-Year Encumbrances	Adjusted Appropriation	Consolidated Budget
	FY19	FY20	FY21	FY22	FY22	FY23	FY23	FY23	FY23	FY23	FY23	FY23	FY23
61100.Overtime	9,334.779999999	9,427.93	5,355.78	5,199.59	15,000					15,000		15,000	15,000
61190.Part-Time	120,303	163,049	123,842	85,297	161,689					161,000		161,000	161,000
61251.Assessor Per Diem	12,350	11,650	12,350	11,800	12,350					12,350		12,350	12,350
61280.Seasonal Employees					1					0		0	0
61320.FICA Deduction	10,342.41	12,759.17	9,573.62	7,486.11	14,100					12,369		12,369	12,369
61330.PERF - Deduction	1,588.52	1,347.41	1,130.99	1,250.81	2,130					2,960		2,960	2,960
61360.Workman's Comp Ded	3,377.5	4,320	3,760	2,300	6,630					5,400		5,400	5,400
62110.Office Supplies	14,012.51	13,520.2	3,180.36	9,614.91	15,000					15,000	500	15,000	15,500
62230.Clothing	4,000	4,048	1,976	1,976	4,000					2,134		2,134	2,134
63188.Employment Testing	320				1,000					1		1	1
63190.Other Professional Service	9,115	12,160	18,073		20,000					19,519	2,990	19,519	22,509
63232.Travel - Meals	1,398.81				1,500					1,538.7		1,538.7	1,538.7
63233.Travel - Lodging					5,000					1		1	1
63235.Travel - Mileage	11,216.37	7,361.95	5,801.78	7,281.68	25,000					12,338		12,338	12,338
64420.Office Machines	11,979	6,142.71	2,969.88	1,029.12	10,000					3,207		3,207	3,207
64490.Other Equipment	10,535.25	20,690.52	1,017.7	5,583.52	12,000					1,099		1,099	1,099



ORDINANCE NO. \_\_\_\_\_

ORDINANCE AMENDING THE LAKE COUNTY  
2023 SALARY ORDINANCE, ORDINANCE NO. 1476F,  
REORGANIZING POSITIONS IN THE  
CALUMET TOWNSHIP ASSESSOR'S OFFICE (2002 FUND 1001)

**WHEREAS,** on October 11, 2022, the Lake County Council adopted the Lake County 2023 Salary Ordinance, Ordinance No. 1476F; and

**WHEREAS,** the Lake County Council now desires to amend Ordinance No. 1476F to establish a revised Form No. 144 to reorganize positions in the Calumet Township Assessor's Office (2002 Fund 1001), effective upon adoption.

NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

That it be ordained by the Lake County Council that the attached Form No. 144, Exhibit "A", reorganizing positions in the Calumet Township Assessor's Office (2002 Fund 1001), is hereby approved, effective upon adoption.

SO ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council



501 EAST 5<sup>TH</sup> AVENUE  
GARY, INDIANA 46402

OFFICE (219) 885-0555  
FAX (219) 881-2625



Office of the Calumet Township Assessor

**Cozey E. Weatherspoon, Jr.**

weathce@lakecountyin.org

February 27, 2023

Dear County Council:

We are requesting a restructure within our current budget 1001-2002

Please eliminate the following job code /position 13251-001 Commercial Supervisor

13062-006 Assessment Specialist

13011-003 Assessment Coordinator

Job Code	Position #	Fund	Description	Salary
13xxx	001	1001-61130	Office Manager	\$ 50,686.00
11101	001	1001- 61110	Chief Deputy	\$ 61,064.00
13011	005	1001-61130	Assessment Coordinator	\$ 45,982.00
13062	008	1001-61130	Assessment Specialist	\$ 45,982.00

We are not asking for additional funding we want to reallocate in our current budget.

If further information is needed, please contact our office.

*Agnes Carter* - Chief Finance Officer

Level III Indiana Certified Assessor-Appraiser

Calumet Township Assessor's Office

501 East 5<sup>th</sup> Avenue

Gary, Indiana 46402

☎ (219)885-0555 Ext. 152

✉ carteln@lakecountyin.org

LAKE COUNTY AUDITOR

2023 FEB 27 PM 12:36

RECEIVED



# STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2023

CALUMET TOWNSHIP ASSESSOR 1001-2002

LAKE

County, Indiana

(Name of Office, Department, Board Agency)

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2023  
(Calendar Year)

## FULL TIME SALARIED OFFICERS AND EMPLOYEES

Title of Position or Employee Classification

JOB CODE # AND POSITION #	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
COMMERCIAL SUPERVISOR 13251-001	\$ 50,686.00	\$ 0.00	(\$ 50,686.00)
OFFICE MANAGER 13XXX-001	\$ 0.00	\$ 50,686.00	\$ 50,686.00
CHIEF DEPUTY 11101-001	\$ 56,423.00	\$ 61,064.00	\$ 4,641.00
ASSESSMENT SPECIALIST 1 3062-006	\$ 44,420.00	\$ 0.00	(\$ 44,420.00)
ASSESSMENT COORDINATOR 13011-005	\$ 0.00	\$ 45,982.00	\$ 45,982.00
ASSESSMENT COORDINATOR 13011-003	\$ 45,982.00	\$ 0.00	(\$ 45,982.00)
ASSESSMENT SPECIALIST 13062-008	\$ 0.00	\$ 45,982.00	\$ 45,982.00
			\$ 0.00
			\$ 0.00
Total(s):	\$ 197,511.00	\$ 203,714.00	\$ 6,203.00

## PART TIME AND HOURLY RATED EMPLOYEES

Title of Position or Employee Classification

Amount

Rate of Pay\*

Hour, day, week, month, etc.

		Per	
		Per	
		Per	
		Per	
		Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

Date 2/27/23

CALUMET TOWNSHIP ASSESSOR

(Title)

### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement.
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.

Ex. A.



## Payroll Budget ?

Entity: 2002.Calumet Twp. Assessor Fund: 1001.County General

				Baseline	Department Request	Custom Version	Working Budget	Council Approved
200239002002.Supplemental Pay -NGenFnd 1710	24306		No_Unioncode	61130.Technicians	2,530.94	2,530.94	2,530.94	2,530.94
200239002001.Supplemental Pay -NGenFnd 1710	17456		No_Unioncode	61130.Technicians	2,530.94	2,530.94	2,530.94	2,530.94
200216622001.Chief Clerk	06254		No_Unioncode	61160.Office & Clerical	50,039.81	50,039.81	50,039.81	50,039.81
200213261001.Commercial Supervisor	04829		No_Unioncode	61130.Technicians	50,685.86	50,685.86	50,685.86	50,685.86
200213153012.Deputy	19689		No_Unioncode	61130.Technicians	41,211.87	41,211.87	41,211.87	41,211.87
200213153010.Deputy	24658		No_Unioncode	61130.Technicians	41,211.87	41,211.87	41,211.87	41,211.87
200213153008.Deputy	09463		No_Unioncode	61130.Technicians	41,211.87	41,211.87	41,211.87	41,211.87
200213153006.Deputy	24306		No_Unioncode	61130.Technicians	41,211.87	41,211.87	41,211.87	41,211.87
200213153005.Deputy	20355		No_Unioncode	61130.Technicians	41,211.87	41,211.87	41,211.87	41,211.87
200213153003.Deputy	17456		No_Unioncode	61130.Technicians	41,211.87	41,211.87	41,211.87	41,211.87
200213153002.Deputy	24913		No_Unioncode	61130.Technicians	41,211.87	41,211.87	41,211.87	41,211.87
200213062004.Assessment Specialist	18528		No_Unioncode	61130.Technicians	44,419.86	44,419.86	44,419.86	44,419.86
200211101001.Chief Deputy	No_Employee		No_Unioncode	61110.Official & Administrators	56,423	56,423	56,423	56,423
200139002002.Supplemental Pay -NGenFnd 1710	19768		No_Unioncode	61130.Technicians	1,590.99	1,590.99	1,590.99	1,590.99
200213011001.Assessment Coordinator	21642		No_Unioncode	61130.Technicians	47,270.91	47,270.91	47,270.91	47,270.91
200213011002.Assessment Coordinator	No_Employee		No_Unioncode	61130.Technicians	45,982	45,982	45,982	45,982
200213011003.Assessment Coordinator	19490		No_Unioncode	61130.Technicians	45,981.94	45,981.94	45,981.94	45,981.94
200213011004.Assessment Coordinator	19450		No_Unioncode	61130.Technicians	45,981.94	45,981.94	45,981.94	45,981.94
200213062006.Assessment Specialist	19086		No_Unioncode	61130.Technicians	44,419.86	44,419.86	44,419.86	44,419.86
200213062007.Assessment Specialist	17542		No_Unioncode	61130.Technicians	44,419.86	44,419.86	44,419.86	44,419.86
Total					770,761	770,761	770,761	770,761





755-3655 / 755-3656 / 755-3657

**Chandana Vavilala, M.D.**

**Health Officer**

February 8, 2023

Charlie Brown  
Lake County Council  
2293 North Main Street  
Crown Point, Indiana 46307

Re: Additional Appropriation Request  
Budget 84439306 – Grant Contract #63206  
LC Health Dept. PHEP grant.

*ok y*

Dear President Brown,

We are requesting six (6) additional appropriations within our 84439306 budget so that we can utilize the full funding potential of our Public Health Emergency Preparedness grant. When we initially prepared our 2023 County LC Health Dept. PHEP grant budget the forecasted 2022 / 2023 Public Health Emergency Preparedness grant was less than the amount finally established in the 2022 / 2023 grant contract.

The total amount of appropriations requested is \$60,864.00.

Spending for this project is 100% upfront funding provided by the Indiana Department of Health.

Thank you for consideration of our request.

Sincerely,

Chandana Vavilala, MD  
Health Officer

Cc: Christine Cid  
Randy Niemeyer

LAKE COUNTY AUDITOR

2023 FEB 15 AM 11:53

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as Follows: FUND NO. \_\_\_\_\_

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
					\$ _____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County Lake County Health Department - 9306 as follows:

	FUND, Line Item No. & Title	Amount
1.	8443 62110 Office Supplies	\$ 10,037.00
2.	8443 62250 Health Care & Lab Supplies	\$ 32,349.00
3.	8443 63232 Travel - Meals	\$ 950.00
4.	8443 63233 Travel - Lodging	\$ 1,950.00
5.	8443 63235 Travel - Mileage	\$ 1,000.00
6.	8443 64490 Other Equipment	\$ 14,578.00
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

	FUND, Line Item No. & Title	Amount
1.	_____	_____
2.	_____	_____
3.	_____	_____

Lake County Health Department  
 Name of Department

Signature & Date

9-Feb-23

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



\* Year 2023

\* Fund 8443 LC Health Dept. PHEP

\* Department All

Account All

Apply

Budget\_Balance Report 2...



Budget Account	Budget Account Description	Prior Year Encumbrance (Carried over as of 01/01)	Total Available Budget (Prior Year Encumbrance + CY Budget)	Requisition Commitments	Purchase Order Obligations	Invoice Expenditure	Total Expenditure	Funds Available
8443-9306-62110	LC Health Dept. PHEP Gran- Health Dept-Office Supplies		7,143.00	0.00	0.00	0.00	0.00	7,143.00
8443-9306-62250	LC Health Dept. PHEP Gran- Health Dept-Health Care & Lab Supplies		2,012.00	0.00	0.00	0.00	0.00	2,012.00
8443-9306-63190	LC Health Dept. PHEP Gran- Health Dept-Other Professional Service		56,000.00	0.00	47,235.00	8,765.00	56,000.00	0.00
8443-9306-63232	LC Health Dept. PHEP Gran- Health Dept-Travel \- Meals		50.00	0.00	0.00	0.00	0.00	50.00
8443-9306-63233	LC Health Dept. PHEP Gran- Health Dept-Travel \- Lodging		50.00	0.00	0.00	0.00	0.00	50.00
8443-9306-63234	LC Health Dept. PHEP Gran- Health Dept-Travel \- Trans/Other		50.00	0.00	0.00	0.00	0.00	50.00
8443-9306-63235	LC Health Dept. PHEP Gran- Health Dept-Travel \- Mileage		1,000.00	0.00	0.00	186.44	186.44	813.56
8443-9306-64490	LC Health Dept. PHEP Gran- Health Dept-Other Equipment		36,962.00	0.00	0.00	0.00	0.00	36,962.00



**LAKE COUNTY COMMUNITY CORRECTIONS**2600 WEST 93<sup>RD</sup> AVENUE, CROWN POINT, IN 46307

Telephone: 219-755-3850 Fax: 219-755-3871

Kellie J. Bittorf  
Executive DirectorHon. Samuel L. Cappas  
ChairmanHon. Thomas P. Stefaniak Jr.  
Vice-Chairman

2/9/2023

Lake County Council  
2293 N. Main Street  
Crown Point, IN 46307

Dear President Charlie Brown,

Please accept this letter as Official correspondence requesting appropriations in Fund-Department 9451-6002, the Lake County Justice Reinvestment Advisory Committee's Local Coordination Grant for the Lake County Justice Oversight Committee, in the amount of \$112,000.00 Attached is Form 3 and Ordinance 1478-E and the establishing Invoice.

Please feel free to contact me with any questions or concerns.

Regards,

Siobhan Harvey  
Bookkeeper  
Lake County Community Corrections  
2600 West 93rd Avenue  
Crown Point, IN  
219-755-3850, Ext. 366

LAKE COUNTY AUDITOR

2023 FEB -9 PM 2:10

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_  
 \_\_\_\_\_ Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
Total:					_____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County \_\_\_\_\_ Commissioners 6002 as follows:  
 \_\_\_\_\_ Dept. Name & No.

FUND, Line Item No. & Title	Amount
1. <u>9451-6002-63190 Other Professional Service</u>	<u>\$112,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
Total:	<u>\$112,000.00</u>

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used.  
 \_\_\_\_\_ Dept. Name & No. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

Lake County Community Corrections  
 Name of Department

Stephen V. Long  
 Signature & Date

2-14-2023

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



**ORDINANCE NO. 1478E**

**ORDINANCE ESTABLISHING THE LAKE COUNTY JUSTICE  
REINVESTMENT ADVISORY COMMITTEE'S LOCAL COMMUNITY  
COORDINATION GRANT FUND, A NON-REVERTING FUND**

**WHEREAS,** pursuant to I.C. 36-2-3.5-5, the County Council shall adopt ordinances to promote efficient County Government; and

**WHEREAS,** pursuant to I.C. 36-2-5-2(b), the County Council shall appropriate money to be paid out of the County Treasury, and money may be paid from the County Treasury only under appropriation made by the County Council, except as otherwise provided as law; and

**WHEREAS,** the Lake County Council desires to establish by ordinance all funds within the County Treasury, from which appropriations and transfers require County Council approval; and

**WHEREAS,** the Lake County Justice Reinvestment Advisory Committee been awarded a grant from the Indiana Department of Family and Social Services Administration - Division of Mental Health and Addiction (FSSA-DMHA) in the total sum of One Hundred Twelve Thousand (\$112,000.00) Dollars (this is a hybrid grant type in which \$100,000.00 in grant funding is provided as an advance to Lake County and \$1,000.00 per month (up to \$12,000.00) will be provided as milestone-based payment) to be used to hire a consulting firm who can provide assistance to further local efforts and guidance in designing a local evidence-based decision making roadmap for access to treatment for substance use disorder and mental health disorders; and

**WHEREAS,** the Lake County Council desires to create a Lake County Justice Reinvestment Advisory Committee's Local Community Coordination Grant Fund, a non-reverting fund for the deposit of One Hundred Twelve Thousand (\$112,000.00) Dollars from the Indiana Department of Family and Social Services Administration - Division of Mental Health and Addiction (FSSA-DMHA).

**NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:**

1. That the Lake County Justice Reinvestment Advisory Committee's Local Community Coordination Grant Fund, a non-reverting fund, is established for the deposit of One Hundred Twelve Thousand (\$112,000.00) Dollars from the Indiana Department of Family and Social Services Administration - Division of Mental Health and Addiction (FSSA-DMHA).
2. That pursuant to I.C. 36-2-5-2(b), the Lake County fiscal body shall appropriate all money to be paid out of the fund, except as otherwise provided by law.
3. Any money remaining in the fund at the end of the year shall not revert to any other fund but continues in the



Lake County Justice Reinvestment Advisory  
Committee's Local Community Coordination Grant  
Fund.

SO ORDAINED THIS 13th DAY OF DECEMBER, 2022.

  
TED F. BILSKI, President

  
  
CHRISTIAN J. JORGENSEN

  
PETER LINDEMULDER

  
CHRISTINE CID

  
ELSIE FRANKLIN

  
CHARLIE BROWN

Members of the Lake County Council



C E P P

Center for  
Effective  
Public Policy

Federal Tax ID: 23-2188609

INVOICE 515-4

TO: Lake County Criminal Justice Oversight Committee (LCJOC)  
C/O Kelle Bittorf, Vice Chair of LCJOC

(219) 755-3850 ext. 303

via email: [bbittorj@lakecountyin.org](mailto:bbittorj@lakecountyin.org)

RE: Technical assistance related to EBDM efforts

DATE: 12/31/22

DATE	DESCRIPTION	AMOUNT
12/1 - 12/31/22	<u>Services provided in December:</u> •Dec 1: Site Visit. •Plan and prepare for a two-day site visit; itinerary, logistics, and plan for system mapping with Lake County stakeholder groups for January 2023. Determine site visit roles and responsibilities with CEPP staff. •General project management activities. •Update the CJC action plan and timeline, to be shared with the Exec Team in Jan 2023. •Draft a Charter document for the LC CJC, to include, purpose, vision, mission, norms, etc.; to be reviewed with the Exec Team in Jan 2023. <u>Staff time:</u> Denise Symon, Senior Manager - 20.75 hours Lakisha Fisher, Program Manager - 28 hours Kristen Persaud, Operations Assistant - 22.5 hours Richard Stroker, Director - 1 hour Anke Mann, Chief Financial Officer - 2 hours Cherrie Smith-Raines, Operations Manager - 1 hour Total loaded salaries (including fringe and indirect) Staff travel (Dec 1 site visit)	           \$ 7,300.50 \$ 367.95 \$ 7,668.45
	Total this invoice	\$ 7,668.45

Please make check payable to:  
Center for Effective Public Policy  
10605 Concord Street, Suite 440  
Kensington, MD 20895

Please return one copy of this invoice with payment

  
Anke Mann, Chief Financial Officer  
Authorized CEPP Signature

Total contract value	\$ 112,000.00
Previously submitted invoices	\$ 22,683.80
Total this invoice	\$ 7,668.45
Contract balance	\$ 81,647.75

PLEASE PAY THIS AMOUNT

Transaction Coding  
A/R:  
C/R

415-515  
140-515



CENIFAX, INC.

CENIFAX

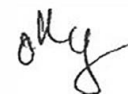
*Lake County*  
*Data Processing Agency*  
*2293 North Main Street*      *219.755.3635*  
*Crown Point, Indiana 46307*      *219.755.3258*

TO: Lake County Council

FROM: Mark Pearman, Executive Director   
Lake County Data Processing

DATE: February 17, 2023

RE: Request for Appropriation



Data Processing is requesting an additional appropriation in the amount of \$270,000.00 into fund 1196 (line item # 63995). This request is for ongoing support of the Finance System.

Please put on the March 14, 2023 Council agenda for consideration.

cc: Council Members

LAKE COUNTY AUDITOR

2023 FEB 21 AM 10:21

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_

FROM: Line Item No. & Title		Amount	To: Line Item No. & Title	Amount
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____
4	_____	_____	_____	_____
5	_____	_____	_____	_____

\$

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County Data Processing 9301 as follows:

FUND, Line Item No. & Title	Amount
1 1196-63995 Other Services & Charges	270,000.00
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____

- III. Honorable Lake County Auditor Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1 _____	_____
2 _____	_____
3 _____	_____

Lake County Data Processing  
 Name of Department

Signature & Date

2/17/23

## PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



Departmental Budget ⓘ

Entity Fund  
9301.Data Processing Agency 1196.Gambling Admission Tax

		Actual	Actual	Actual	Budget	Actual	Budget	Budget	Budget	Budget	Budget	Budget	
		Base	Base	Base	Adjusted Appropriation	Base	Department Request	Working Budget	Council Approved	Original Appropriation	Prior-Year Encumbrances	Adjusted Appropriation	Consolidated Budget
		FY20	FY21	FY22	FY22	FY23	FY23	FY23	FY23	FY23	FY23	FY23	FY23
62110.Office Supplies	14	22,103.14	20,400.58	31,948.19	25,000					0		0	0
63240.Telephone	00			7,357.3	36,266.42						28,900		28,900
63630.Mainten & Service Cont	91												
63995.Other Services & Charges	16			744,080.5	820,000					0	75,900	0	75,900
64490.Other Equipment	05	1,009,990.7	628,065.26	115,114.5	96,598.5								



**SUPERIOR COURT OF LAKE COUNTY  
COUNTY DIVISION III  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307  
(219) 755-3601**

**JULIE N. CANTRELL, JUDGE**

February 22, 2023

Lake County Council  
2293 North Main Street  
Crown Point, Indiana 46307

Dear Sir/Madam:

Please add the following requests to the agenda for the March 14<sup>th</sup> County Council meeting.



**GENERAL FUND 1001 DEPT. 4004**

Create a new line 63920 Food & Lodging.

Transfer a total of \$1,000.00 in Fund 63190-Other Professional Services as follows:  
\$500.00 to line item 63920 (Food & Lodging)  
\$500.00 to line item 64490 (Other Equipment)

The Food & Lodging line item is to cover expenses for jury meals. The Other Equipment monies are to cover the purchase of badges for court bailiffs.

Should you need additional information, please do not hesitate to contact me at 755-3601.  
Thank you.

Sincerely Yours,



Jo Ellen Ormes  
Court Administrator

LAKE COUNTY AUDITOR

2023 FEB 22 PM 2:13

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County

Superior Court, Cty Div. 3-4004

as Follows:

FUND NO. 1001

Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	1001-4004 63190 Other Prof Services	\$1,000.00		1001-4004 63920 Food & Lodging <i>ENL</i>	\$500.00
2.				1001-4004 64490 Other Equipment	\$500.00
3.					
4.					
5.					
Total:					\$1,000.00

II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County

as follows:

Dept. Name & No.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

Total: \_\_\_\_\_

III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used.  
 Dept. Name & No. \_\_\_\_\_  
 Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

Lake Superior Court, County Div 3

Name of Department

Signature & Date

*Justin Cantrell* 2/22/23

PLEASE NOTE:

1. ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
2. ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
3. ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



\* Year 2023

\* Fund 1001 County General

\* Department 4004 Lake Sup Crt-County DI

Account All

Apply

Budget\_Balance\_Report\_2...

	County Div R-Group Insurance  -Deductible							
1001-4004-61350	County General-Lake Sup Crt\ County Div R-Unemployment Comp \ - Ded		0.00	0.00	0.00	0.00	0.00	0.00
1001-4004-61360	County General-Lake Sup Crt\ County Div R-Workman's Comp  - Ded		0.00	0.00	0.00	1,284.21	1,284.21	-1,284.21
1001-4004-62110	County General-Lake Sup Crt\ County Div R-Office Supplies		11,019.00	0.00	0.00	970.39	970.39	10,048.61
1001-4004-63130	County General-Lake Sup Crt\ County Div R-Toxicology Lab		1.00	0.00	0.00	0.00	0.00	1.00
1001-4004-63190	County General-Lake Sup Crt\ County Div R-Other Professional Servic		18,550.00	0.00	3,550.00	0.00	3,550.00	15,000.00
1001-4004-63231	County General-Lake Sup Crt\ County Div R-Travel \ - Registration		500.00	0.00	0.00	0.00	0.00	500.00
1001-4004-63232	County General-Lake Sup Crt\ County Div R-Travel \ - Meals		1,500.00	0.00	0.00	25.00	25.00	1,475.00
1001-4004-63233	County General-Lake Sup Crt\ County Div R-Travel \ - Lodging		3,500.00	0.00	0.00	0.00	0.00	3,500.00
1001-4004-63234	County General-Lake Sup Crt\ County Div R-Travel \ - Trans/Other		700.00	0.00	0.00	0.00	0.00	700.00
1001-4004-63235	County General-Lake Sup Crt\ County Div R-Travel \ - Mileage		1,731.70	0.00	0.00	0.00	0.00	1,731.70
1001-4004-63630	County General-Lake Sup Crt\ County Div R-Mainten & Service Cont		2,210.00	0.00	0.00	0.00	0.00	2,210.00
1001-4004-63910	County General-Lake Sup Crt\ County Div R-Dues & Subscriptions		1,000.00	0.00	0.00	700.00	700.00	300.00
1001-4004-63955	County General-Lake Sup Crt\ County Div R-Official bonds		1.00	0.00	0.00	0.00	0.00	1.00
1001-4004-64410	County General-Lake Sup Crt\ County Div R-Furniture & Fixtures		1.00	0.00	0.00	0.00	0.00	1.00
1001-4004-64420	County General-Lake Sup Crt\ County Div R-Office Machines		1.00	0.00	0.00	0.00	0.00	1.00
1001-4004-64490	County General-Lake Sup Crt\ County Div R-Other Equipment		1.00	0.00	0.00	0.00	0.00	1.00



## RESOLUTION NO. \_\_\_\_\_

**RESOLUTION PERMITTING THE LAKE COUNTY RECORDER TO  
PAY OUTSTANDING 2022 INVOICES/DEBTS FROM THE 2023 BUDGET**

**WHEREAS,** the Lake County Recorder is currently operating in the 2023 Budget; and

**WHEREAS,** the following invoices/debts incurred in the Budget year of 2022, have not been paid:

<u>1265-1004-63630</u>	<u>Maintenance &amp; Service Contracts</u>
Fidlar Technologies	\$155,465.71
<u>1179-1004-64410</u>	<u>Furniture &amp; Fixtures</u>
Pulse Technologies	\$ 98.18
<b>TOTAL:</b>	<b>\$155,563.89; and</b>

**WHEREAS,** the Lake County Recorder desires to pay the above invoices/debts due.

**NOW, THEREFORE, LET IT BE RESOLVED AS FOLLOWS:**

That the following 2022 expenses shall be paid from the Lake County Recorder's 2023 Budget:

<u>1265-1004-63630</u>	<u>Maintenance &amp; Service Contracts</u>
Fidlar Technologies	\$155,465.71
<u>1179-1004-64410</u>	<u>Furniture &amp; Fixtures</u>
Pulse Technologies	\$ 98.18
<b>TOTAL:</b>	<b>\$155,563.89</b>

**SO RESOLVED THIS 14th DAY OF MARCH, 2023.**

CHARLIE BROWN, President

DAVID HAMM

CHRISTINE CID

RANDELL C. NIEMEYER

CLORIUS L. LAY

PETE LINDEMULDER

TED F. BILSKI

Members of the Lake County Council





## OFFICE OF THE LAKE COUNTY RECORDER

LAKE COUNTY GOVERNMENT CENTER  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307

**GINA PIMENTEL**  
Recorder

PHONE (219) 755-3730  
FAX (219) 648-6094

February 17, 2023

Lake County Council  
2293 North Main Street  
Crown Point, IN 46307

RE: Resolution

Dear Lake County Council Members,

This letter serves as our official request to be placed on the next council agenda for the purpose of requesting a resolution to pay 2022 debt with 2023 funds. No additional appropriations or fund transfers are being requested. Funds are available within our current budget.

<u>Vendor</u>	<u>Fund Name</u>	<u>Fund #</u>	<u>Line Item Name</u>	<u>Line Item #</u>	<u>Invoice Amount</u>
Fidlar Technologies	ID Security Protection	#1265	Maintenance & Services	#63630	\$155,465.71
Pulse Technologies	Recorder's Perpetuation	#1179	Furniture & Fixtures	#64410	\$98.18

**Total Amount**

**\$155,563.89**

Thank you in advance for your consideration.

Respectfully,

*Regina M. Pimentel*

Regina M. Pimentel  
Lake County Recorder



## Invoice



FIDLAR TECHNOLOGIES  
350 RESEARCH PARKWAY  
(563) 345-1200

REMIT TO ONLY:  
FIDLAR TECHNOLOGIES, INC.  
PO BOX 3333  
ROCK ISLAND IL 61204

Invoice Number: 0892504-IN

Invoice Date: 9/26/2022

Customer Number: 1808903

Terms: NET 30 DAYS

LAKE COUNTY, IN - RECORDER  
2293 N MAIN  
CROWN POINT, IN 46307

Description	Quantity	Price	Amount
Lake County, IN Media Conversion Agreement M21-4390 Quarterly Installment Installment 5 of 9 ***Amount Now Due			155,465.71
Thank You			

Net Invoice:	155,465.71
Freight:	0.00
Sales Tax:	0.00
Invoice Total:	155,465.71





3801 E. Lincoln HWY  
Merrillville IN 46410  
219-924-1400

**Bill To:**

**LAKE COUNTY RECORDER**  
2293 N MAIN ST  
AARION STINES  
CROWN POINT IN 46307

**INVOICE**

**COPY**

Invoice No.	Date	Due Date	Terms	Page
<b>858609</b>	<b>06/30/22</b>	<b>07/20/22</b>	<b>Net20</b>	<b>1/1</b>

Customer No.	Contact
<b>C5001139</b>	<b>GINA PIMENTEL</b>

Reference	Shipping Type
-----------	---------------

Salesperson	Dept
-------------	------

Delivery Address

**LAKE COUNTY RECORDER**  
2293 N MAIN ST #A-206  
ADMIN BLDG 2ND FLOOR  
CROWN POINT IN 46307

Item Code	Item Description	Equip ID	Manuf S/N	Quantity	Price	Total
BLT-89868	PRIVACY STATIONS			1	308.98	308.98
BLT-89869	BALT PRIVACY STATION ADD ON			1	241.99	241.99

**Invoice Subtotal:** **\$ 550.97**

OVERPYMT APPLIED FROM 9/1/21: **-\$164.34**

CM#34471500 APPLIED: **-\$288.45**

**TOTAL BALANCE DUE:** **\$98.18**



**LAKE COUNTY HUMAN RESOURCES DEPARTMENT**

LAKE COUNTY GOVERNMENT CENTER  
2293 NORTH MAIN STREET  
CROWN POINT, IN 46307

February 22, 2023

TO: Council President Brown, Vice-President Cid, and Councilman Niemeyer

RE: Salary Increase

The purpose of this letter is to request the Council increase the salary of the Benefits Coordinator position in the Human Resources Department from \$43,259.63 to \$44,099.95. The employee currently performing the role was previously performing the Administrative Assistant position for the Board of Commissioners. Granting this request will insure she does not take a pay reduction as a result of being awarded the Benefits Coordinator position.

Should you have any questions, please feel free to call me at 219-755-3089 or email me at [travijm@lakecountyinorg](mailto:travijm@lakecountyinorg).

Thank You,

A handwritten signature in cursive script, appearing to read "Joe Travis".

Joe Travis  
HR Director

*only*

LAKE COUNTY AUDITOR

2023 FEB 23 PM 2:51

RECEIVED



**STATEMENT OF SALARIES AND WAGES  
PROPOSED TO BE PAID OFFICERS AND EMPLOYEES  
CALENDAR YEAR 2023**

Human Resources Department 9308-1001

LAKE

County, Indiana

(Name of Office, Department, Board Agency)

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2023:

### FULL TIME SALARIED OFFICERS AND EMPLOYEES

Title of Position or Employee Classification

RESET FORM

JOB CODE # AND POSITION #	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
12469-001 Benefits Coordinator	\$43,259.63	\$44,099.95	\$840.32
			\$0.00
Effective: March 27, 2023			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Totals	\$43,259.63	\$44,099.95	\$840.32

## PART TIME AND HOURLY RATED EMPLOYEES

**Title of Position or Employee Classification**

Rate of Pay\*

\$	Per	Year
\$	Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

**Joe Travis**

Date 02/06 2023

**Joe Travis**

(Signature)

Digitally signed by Joe Travis  
Date: 2023.02.06 16:25:39 -06'00'

(T 11)


**NOTES:**

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.



Payroll Budget

Entity Fund  
9308.Human Resources Department 1001.County General

				Baseline	Department Request	Custom Version	Working Budget	Council Approved
930816698001.Payroll Clerk	10087		No_Unioncode	61160.Office & Clerical	54,074.8	54,074.8	54,074.8	54,074.8
930812469001.Benefits Coordinator	23208		No_Unioncode	61120.Professionals	43,259.84	43,259.84	43,259.84	43,259.84
930812400001.Compliance Officer	19017		No_Unioncode	61120.Professionals	76,816.90	76,816.90	76,816.90	76,816.90
930812113001.HR Specialist	17164		No_Unioncode	61120.Professionals	53,919.84	53,919.84	53,919.84	53,919.84
930812112001.Human Resource Director	24364		No_Unioncode	61120.Professionals	88,634.83	88,634.83	88,634.83	88,634.83
Total					316,706.21	316,706.21	316,706.21	316,706.21



ORDINANCE NO. \_\_\_\_\_

ORDINANCE AMENDING THE LAKE COUNTY  
2023 SALARY ORDINANCE, ORDINANCE NO. 1476F,  
ESTABLISHING PAY INCREASES FOR SUPPORT STAFF  
AND A PAY DECREASE FOR A DEPUTY POSITION IN THE  
LAKE COUNTY PROSECUTOR'S OFFICE (7135 FUND 9001).

**WHEREAS,** on October 11, 2022, the Lake County Council adopted the Lake County 2023 Salary Ordinance, Ordinance No. 1476F; and

**WHEREAS,** the Lake County Council now desires to amend Ordinance No. 1476F to establish a revised Form No. 144 to decrease the pay for a Deputy position in order to give pay increases to six support staff positions in the Lake County Prosecutor's Office (7135 Fund 9001), effective upon adoption.

NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

That it be ordained by the Lake County Council that the attached Form No. 144, Exhibit "A", decreasing the pay for a Deputy position in order to give pay increases to six support staff positions in the Lake County Prosecutor's Office (7135 Fund 9001), is hereby approved, effective upon adoption.

SO ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council





## Office of the Prosecuting Attorney

31st Judicial Circuit  
Lake County, Indiana

**BERNARD A. CARTER**  
PROSECUTING ATTORNEY

**CRIMINAL DIVISION**  
2293 NORTH MAIN STREET  
CROWN POINT, IN 46307  
(219) 755-3720  
(219) 755-3642 FAX

February 27, 2023

Christine Cid, Chairperson  
PROSECUTOR'S STANDING COMMITTEE  
LAKE COUNTY COUNCIL  
2293 N. Main Street  
Crown Point, IN 46307

RE: Request to be placed on the March 14, 2023, County Council Agenda.

Dear Chairperson Cid:

This is our formal request to be placed on the March 14, 2023, agenda of the regularly scheduled County Council to ask that the Council consider amending the existing salary ordinance to decrease one (1) Deputy Position and increase six (6) Support Staff Positions in the Prosecutor's 7135 fund. The increase will bring the six (6) Support Staff Positions up to the \$30,000 minimum that was approved for County General Positions for the 2023 Budget. In addition, we are requesting that the Council approve a transfer of \$6,596.00 from our Discretionary line item to Office and Clerical in fund 7135 to cover the salary increases without any additional appropriation.

JOB CODE #	POSITION #	FUND-7135	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
12501	056	Deputy	\$62,138.00	\$55,542.00	-\$6,596.00
					\$0.00
16696	015	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	016	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	019	Support Staff III	\$29,979.00	\$30,000.00	\$21.00
16696	020	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	021	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	022	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00

Totals

\$235,542.00

\$235,542.00

\$0.00

**FILED**  
FEB 27 2023  
PEGGY HOLINGA KATONA  
LAKE COUNTY AUDITOR

LAKE COUNTY AUDITOR

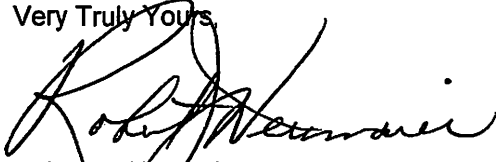
2023 FEB 27 AM 11:29

RECEIVED



Transfer from:	Fund #7135-9001	61125	Discretionary	\$6,596.00
Transfer to:	Fund #7135-9001	61160	Office and Clerical	\$6,596.00

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Robert J. Neumaier", written over the typed name.

Robert J. Neumaier  
Administrative Deputy Supervisor

Attachment



# PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2023

Lake County Prosecutor's Office-9001-7135  
(Name of Office, Department, Board Agency)

LAKE

County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar

## FULL TIME SALARIED OFFICERS AND EMPLOYEES

Title of Position or Employee Classification

JOB CODE # AND POSITION #			\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
12501	056	Deputy	\$62,138.00	\$55,542.00	-\$6,596.00
					\$0.00
16696	015	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	016	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	019	Support Staff III	\$29,979.00	\$30,000.00	\$21.00
16696	020	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	021	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
16696	022	Support Staff III	\$28,685.00	\$30,000.00	\$1,315.00
Totals			\$235,542.00	\$235,542.00	\$0.00

OK

## PART TIME AND HOURLY RATED EMPLOYEES

Title of Position or Employee Classification

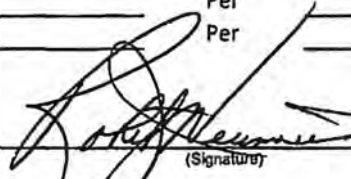
Rate of Pay

	\$	Per	
	\$	Per	
	\$	Per	
	\$	Per	
	\$	Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

Date February 27, 2023

  
(Signature)  
Bernard A. Carter, Lake County Prosecutor  
(Title)

### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.

Ex. A



Department Name	Position Number	Position Name	Employee Assignment Number	Employee Name	Position Budget	Fund	Dept Code	Account
Prosecutor	900139002089	Supplemental Pay -NGenFnd 4428	E13168-1		6000	4428	9001	61290
Prosecutor	900139002090	Supplemental Pay -NGenFnd 4428	E20505-2		5000	4428	9001	61290
Prosecutor	900139002091	Supplemental Pay -NGenFnd 4428	E22550-1		5284	4428	9001	61290
Prosecutor	900139002092	Supplemental Pay -NGenFnd 4426	E14118-1		5000	4426	9001	61290
Prosecutor	900139002093	Supplemental Pay -NGenFnd 4426	E18458-1		504	4426	9001	61290
Prosecutor	900139002094	Supplemental Pay -NGenFnd 4426	E21568-1		272	4426	9001	61290
Prosecutor	900116695017	Support Staff II	E13154		31568	7104	9001	61160
Prosecutor	900116695018	Support Staff II		(Vacant)	33357	7104	9001	61160
Prosecutor	900116695019	Support Staff II	E23489		40340	7104	9001	61160
Prosecutor	900116695020	Support Staff II		(Vacant)	32107	7104	9001	61160
Prosecutor	900116695023	Support Staff II		(Vacant)	33878	7104	9001	61160
Prosecutor	900116695025	Support Staff II		(Vacant)	30873	7104	9001	61160
Prosecutor	900116696005	Support Staff III		(Vacant)	30825	7104	9001	61160
Prosecutor	900116696008	Support Staff III		(Vacant)	28685	7104	9001	61160
Prosecutor	900116696007	Support Staff III		(Vacant)	28685	7104	9001	61160
Prosecutor	900116696008	Support Staff III		(Vacant)	28685	7104	9001	61160
Prosecutor	900116696009	Support Staff III		(Vacant)	28685	7104	9001	61160
Prosecutor	900116696010	Support Staff III		(Vacant)	28685	7104	9001	61160
Prosecutor	900116696011	Support Staff III		(Vacant)	28685	7104	9001	61160
Prosecutor	900116696012	Support Staff III		(Vacant)	28685	7104	9001	61160
Prosecutor	900139002001	Supplemental Pay -NGenFnd 7104	E5244-1		12680	7104	9001	61290
Prosecutor	900139002002	Supplemental Pay -NGenFnd 7104	E4967-1		5000	7104	9001	61290
Prosecutor	900139002004	Supplemental Pay -NGenFnd 7104	E23488-2		5000	7104	9001	61290
Prosecutor	900139002005	Supplemental Pay -NGenFnd 7104		(Vacant)	5000	7104	9001	61290
Prosecutor	900139002006	Supplemental Pay -NGenFnd 7104	E18277-3		4180	7104	9001	61290
Prosecutor	900139002009	Supplemental Pay -NGenFnd 7104	E21094-4		2500	7104	9001	61290
Prosecutor	900139002010	Supplemental Pay -NGenFnd 7104		(Vacant)	2500	7104	9001	61290
Prosecutor	900139002011	Supplemental Pay -NGenFnd 7104	E13438-3		5000	7104	9001	61290
Prosecutor	900139002012	Supplemental Pay -NGenFnd 7104		(Vacant)	5000	7104	9001	61290
Prosecutor	900139002020	Supplemental Pay -NGenFnd 7104	E11795-1		3200	7104	9001	61290
Prosecutor	900139002033	Supplemental Pay -NGenFnd 7104	E1189-1		9380	7104	9001	61290
Prosecutor	900139002036	Supplemental Pay -NGenFnd 7104		(Vacant)	4680	7104	9001	61290
Prosecutor	900139002037	Supplemental Pay -NGenFnd 7104		(Vacant)	4680	7104	9001	61290
Prosecutor	900139002038	Supplemental Pay -NGenFnd 7104		(Vacant)	4680	7104	9001	61290
Prosecutor	900139002039	Supplemental Pay -NGenFnd 7104		(Vacant)	392	7104	9001	61290
Prosecutor	900139002040	Supplemental Pay -NGenFnd 7104		(Vacant)	390	7104	9001	61290
Prosecutor	900112501056	Deputy		(Vacant)	65245	7135	9001	61125
Prosecutor	900116695024	Support Staff II	E20711		34320	7135	9001	61160
Prosecutor	900116696015	Support Staff III	E11179		28685	7135	9001	61160
Prosecutor	900116696016	Support Staff III		(Vacant)	28685	7135	9001	61160
Prosecutor	900116696017	Support Staff III	E20330		30873	7135	9001	61160
Prosecutor	900116696018	Support Staff III	E22166		33918	7135	9001	61160



Department Name	Position Number	Position Name	Employee Assignment Number	Employee Name	Position Budget	Fund	Dept Code	Account
Prosecutor	900116696019	Support Staff III	E21025		29979	7135	9001	61160
Prosecutor	900116696020	Support Staff III		(Vacant)	28685	7135	9001	61160
Prosecutor	900116696021	Support Staff III		(Vacant)	28685	7135	9001	61160
Prosecutor	900116696022	Support Staff III		(Vacant)	28685	7135	9001	61160
Prosecutor	900116696023	Support Staff III	E23691		28685	7135	9001	61160
Prosecutor	900139002041	Supplemental Pay -NGenFnd 7135	E23703-2		360	7135	9001	61290
Prosecutor	900139002042	Supplemental Pay -NGenFnd 7135		(Vacant)	600	7135	9001	61290
Prosecutor	900139002043	Supplemental Pay -NGenFnd 7135	E11795-2		3710	7135	9001	61290
Prosecutor	900139002044	Supplemental Pay -NGenFnd 7135	E13436-1		3710	7135	9001	61290
Prosecutor	900139002045	Supplemental Pay -NGenFnd 7135	E1405-2		3710	7135	9001	61290
Prosecutor	900139002058	Supplemental Pay -NGenFnd 7135	E21094-1		5000	7135	9001	61290
Prosecutor	900111031001	Admin Coordinator Investigator	E15317		64890	6127	9001	61110
Prosecutor	900111402001	Administrative Assistant		(Vacant)	31415	6127	9001	61110
Prosecutor	900111402002	Administrative Assistant	E22572		38934	6127	9001	61110
Prosecutor	900111402003	Administrative Assistant	E20487		38934	6127	9001	61110
Prosecutor	900111403001	Case Monitor	E18552		45423	6127	9001	61110
Prosecutor	900139002059	Supplemental Pay -NGenFnd 6127		(Vacant)	1	6127	9001	61290
Prosecutor	900139002060	Supplemental Pay -NGenFnd 6127		(Vacant)	1	6127	9001	61290
Prosecutor	900112501053	Deputy		(Vacant)	1	6129	9001	61125
Prosecutor	900139002015	Supplemental Pay -NGenFnd 6129		(Vacant)	0	6129	9001	61290
Prosecutor	900139002016	Supplemental Pay -NGenFnd 6129		(Vacant)	0	6129	9001	61290
Prosecutor	900139002017	Supplemental Pay -NGenFnd 6129		(Vacant)	0	6129	9001	61290
Prosecutor	900139002018	Supplemental Pay -NGenFnd 6129		(Vacant)	0	6129	9001	61290
Prosecutor	900139002046	Supplemental Pay -NGenFnd 9335	E16911-1		20000	9335	9001	61290
Prosecutor	900139002047	Supplemental Pay -NGenFnd 9335	E16749-1		13049	9335	9001	61290
Prosecutor	900139002048	Supplemental Pay -NGenFnd 9335	E22501-1		12000	9335	9001	61290
Prosecutor	900139002049	Supplemental Pay -NGenFnd 9335	E19508-1		13000	9335	9001	61290
Prosecutor	900111701001	Director	E11727		115000	9419	9001	61110



- I. Request for Transfer of Funds
- II. Request for Additional appropriations
- III. Request to Encumber Appropriated Funds

**All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.**

**I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake**

County Prosecutor's Office -9001 as Follows:  
Dept. Name & No.

**FUND NO.** 7135

	FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	61125	Discretionary Salaries	\$ 6,596.00	61160	Office and Clerical	\$ 6,596.00
2.						
3.						
4.						

**II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County as follows:**

**Dept. Name & No.**

FUND, Line Item No. & Title	Amount
-----------------------------	--------

1. \_\_\_\_\_

**III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County**

used as follows along with evidence of the obligation for which the encumbrance shall be

Dept. Name & No. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
-----------------------------	--------

1. \_\_\_\_\_

**Lake County Prosecutor's Office**

Name of Department

**Signature & Date**

2/27/2023

**PLEASE NOTE:**

1. ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
2. ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
3. ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



\* Year 2023

\* Fund 7135 Pre Trial Diversion

\* Department 9001 Prosecutor

Account All

Apply

Budget\_Balance\_Report\_2...

Budget Account	Budget Account Description	Prior Year Encumbrance (Carried over as of 01/01)	Total Available Budget (Prior Year Encumbrance + CY Budget)	Requisition Commitments	Purchase Order Obligations	Invoice Expenditure	Total Expenditure	Funds Available
7135-9001-61100	Pre\Trial Diversion- Prosecutor-Overtime		2,500.00	0.00	0.00	0.00	0.00	2,500.00
7135-9001 61125	Pre\Trial Diversion- Prosecutor Discretionary Salaries		62,138.00	0.00	0.00	0.00	0.00	62,138.00
7135 9001 61160	Pre\Trial Diversion- Prosecutor-Office & Clerical		114,449.78	0.00	0.00	13,284.37	13,284.37	101,165.41
7135 9001 61190	Pre\Trial Diversion- Prosecutor-Part\Time		13,027.50	0.00	0.00	1,365.00	1,365.00	11,662.50
7135-9001-61210	Pre\Trial Diversion- Prosecutor-Longevity \- Deduction		0.00	0.00	0.00	0.00	0.00	0.00
7135-9001-61290	Pre\Trial Diversion- Prosecutor-Supplemental Pay		7,459.63	0.00	0.00	1,265.50	1,265.50	6,194.13
7135-9001-61320	Pre\Trial Diversion- Prosecutor-FICA \- Deduction		16,579.06	0.00	0.00	1,163.29	1,163.29	15,415.77
7135-9001 61330	Pre\Trial Diversion- Prosecutor-PERF \ Deduction		30,662.50	0.00	0.00	2,047.42	2,047.42	28,615.08
7135-9001-61340	Pre\ Trial Diversion- Prosecutor Group Insurance \ Deductio		147,075.00	0.00	0.00	11,392.53	11,392.53	135,682.47
7135-9001-61360	Pre\Trial Diversion Prosecutor-Workman's Comp \- Ded		2,800.00	0.00	0.00	306.29	306.29	2,493.71
7135-9001-62110	Pre\Trial Diversion- Prosecutor-Office Supplies		250.00	0.00	0.00	0.00	0.00	250.00
7135-9001-62130	Pre\Trial Diversion- Prosecutor-Law Books		500.00	0.00	0.00	0.00	0.00	500.00
7135 9001 62210	Pre\Trial Diversion- Prosecutor-Petroleum Products		1,000.00	0.00	0.00	0.00	0.00	1,000.00
7135-9001-63145	Pre\Trial Diversion- Prosecutor-Legal Services		1,000.00	0.00	0.00	0.00	0.00	1,000.00
7135-9001-63231	Pre\Trial Diversion- Prosecutor Travel		100.00	0.00	0.00	0.00	0.00	100.00



**Request to Apply for a Grant****IMPORTANT:** This form **MUST** be provided to the Grant Oversight Committee **PRIOR** to submitting a Grant Application.**To:** Ms. Christine Cid, Council Grant Oversight Committee – copy to: jeanannficker@att.net**From:** Amanda Regelin-Borsits**Department:** LADOS Division 2**Email:** borsiak@lakecountyin.org**Phone:** 219-755-3013**Date:** 03/13/23**Grant Project Name:** IDOC CY2024 LADOS Div. 2 Lake CRRP-Court Risk Reduction Grant

Grant Application Deadline Date: 04/28/23 (mm/dd/yy)

Grant Application is for (check one): ☐ New Grant ☒ Renewal of Existing Grant-funded Program**If Grant Application is for Renewal of an existing grant, please check responses below:**

Is the grant-funded program included in the Department's approved budget? ☐ Yes ☒ No

Does the renewal increase County/Department matching funds or responsibilities? ☐ Yes ☒ No

Does the grant giving agency require the County Council to approve the application? ☐ Yes ☒ No

**For ALL Grant Applications, please provide responses requested below:**

Grant Program Name: LADOS Div. 2 Lake CRRP-Court Risk Reduction Grant

Grant-Giving Agency/Department: State of Indiana Department of Corrections

Does the grant application also include Grant Agreement acceptance provisions? ☒ Yes ☐ No

Will the grant-funded project require local cost-share or matching funds? ☐ Yes ☒ No

If yes, what percentage cost-share or match is required? %

Is this grant program funded by the Federal Government? ☐ Yes ☒ No

If yes, provide the following:

Federal Department/Agency providing grant funds:

**Briefly describe how the grant funds will be used**

Supplemental Compensation of LADOS Division 2 Professional Staff Administering Evidence Based Programs and Materials

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages	64,000.00			64,000.00
Employee Benefits				
Travel/Mileage				
Supplies	5,000.00			5,000.00
Equipment				
Construction				
Other				
<b>TOTAL</b>	69,000.00			69,000.00

Grant Payment Method: ☐ Reimbursement ☒ Advance ☐ Other

County Fund Number(s) for Match or Start-up/Seed money: 2160-4009

Est. Project Start Date: 01/01/24

Est. Project End Date: 12/31/24

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17





## **LADOS Division 2**

***Lake County Court Administered Alcohol & Drug Service Program***

**2450 West 93<sup>rd</sup> Avenue**

**Crown Point, IN 46307**

February 17, 2023

Lake County Councilwoman, Christine Cid

Lake County Grants Management Consultant, Jeanann Ficker

**RE: Request Placement LC Council 3/14/2023 Agenda –  
LADOS Division 2 – IDOC CY2024 CRRP Grant Application Request (Non-Matching)  
LADOS Division 2 – SAFE CY2023-2024 Grant Application Request (Non-Matching)**

Dear Honorable Lake County Council Grant Oversight Committee Member, Councilwoman Christine Cid, and Ms. Jeanann Ficker, County Grants Management Consultant,

I am respectfully requesting placement on the March 14, 2023, Lake County Council Agenda seeking approval to apply for 1) Indiana Department of Corrections CY2024 CRRP Grant Funding in the amount of \$69,000 and 2) SAFE CY2023-2024 Grant Funding in the amount of \$16,685.00. Both of these Grants are renewals of previous grant funding programs and have current Funds 2160-4009 for the IDOC Grant, and 8398-4009 for the SAFE Grant (as funds may not be comingled with our user fee funds).

The IDOC renewing non-matching grant funds will supplement our January 1, 2024-December 31, 2024 user fee fund 4218-4009 expenditures. The SAFE renewing non-matching grant funds will supplement our July 1, 2023-June 30, 2024 user fee fund 4218-4009 expenditures.

We thank you for your past and continued support of the LADOS Division 2's program to make Lake County and our surrounding communities a safer place, by reducing high risk choices, preventing future substance use related offenses, and inspiring responsible lifestyle choices of our clientele.

Sincerely yours,

Amanda Regelin-Borsits, MA, CSAMS, CADAC II  
Executive Director, LADOS Div. 2 Program

cc: Denise M. Bozich, LADOS Division 2, Clinical Operations Supervisor  
Terry Barczak, Lake County Council, Administrative Assistant



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Regelin-Borsits, Amanda K](#); [Denise M. Bozich](#)  
**Subject:** Grant Item #1: Lake Superior Court - Div. 2 LADOS Program FY 2024 IDOC Grant Renewal  
**Date:** Monday, March 6, 2023 11:48:36 AM  
**Attachments:** [LADOS - FY 2024 IDOC Grant Form - version 2.pdf](#)  
[LADOS - Grant funded personnel expenses.pdf](#)

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## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Christine,

The LADOS - Division 2 Program intends to renew its Indiana Department of Corrections (IDOC) Court Recidivism Reduction Program (CRRP) grant through December 31, 2024. The LADOS - Division 2 is seeking Council approval for the FY 2024 grant renewal. A County Grant Form is attached for Council review.

### **Consultant Review**

The LADOS-Division 2 program is a judicial reform program overseen by the Honorable Judge Sheila Moss. The LADOS-Division 2 program received \$44,417.04 in FY 2023 IDOC-CRRP funding. The LADOS Division 2 program uses evidence-based programming that has been proven to reduce recidivism by participants, who successfully complete this program.

If this grant renewal application is successful, LADOS-Division 2 program will receive **\$69,000** in IDOC-CRRP funding during FY 2024. **No local matching funds are required.** These grant funds will be advanced to Lake County on a monthly basis and will finance employees' salaries, drug testing supplies, and other materials. Based on a recent IDOC Audit, this grant will be accounted for in a new Fund.

### **Consultant Recommendation**

Based on my review of LADOS-Division 2's successful completion of prior IDOC-CRRP grants, **I recommend the County Council approve the LADOS Division 2 program's FY 2024 Grant Renewal Award in the amount of \$69,000.**

If you wish to discuss this recommendation or the attached County Grant Form, please feel free to call or email me.

Sincerely,  
Jeanann Ficker  
(2129) 663-8526



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
Subject: Grant Applications for March 14, 2022 Council Regular Meeting  
Date: Monday, February 27, 2023 11:59:00 AM

---

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Christine,

I am writing to request the following proposed Grant Applications be placed on the Council's March Regular Meeting Agenda:

**(1) Lake Superior Court - Division II LADOS Program = Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application**

**(2) Lake Superior Court - Division II LADOS Program = Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application**

**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

**(5) Lake County Adult Community Corrections Department - Community Transitions Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application**

**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant



**Request to Apply for a Grant****IMPORTANT:** This form **MUST** be provided to the Grant Oversight Committee **PRIOR** to submitting a Grant Application.**To:** Ms. Christine Cid, Council Grant Oversight Committee – copy to: jeanannficker@att.net**From:** Amanda Regelin-Borsits**Department:** LADOS Division 2**Email:** borsiak@lakecountyin.org**Phone:** 219-755-3013**Date:** 03/13/23**Grant Project Name:** Evidence Based Substance Abuse Outcome Driven Interventions

Grant Application Deadline Date: 04/29/23 (mm/dd/yy)

Grant Application is for (check one): ☐ New Grant ☒ Renewal of Existing Grant-funded Program**If Grant Application is for Renewal of an existing grant, please check responses below:**Is the grant-funded program included in the Department's approved budget? ☐ Yes ☒ NoDoes the renewal increase County/Department matching funds or responsibilities? ☐ Yes ☒ NoDoes the grant giving agency require the County Council to approve the application? ☐ Yes ☒ No**For ALL Grant Applications, please provide responses requested below:**

Grant Program Name: LADOS Division 2 SAFE Grant - No-Matching

Grant-Giving Agency/Department: SAFE - Supporting Addiction Free Environments

Does the grant application also include Grant Agreement acceptance provisions? ☒ Yes ☐ NoWill the grant-funded project require local cost-share or matching funds? ☐ Yes ☒ No

If yes, what percentage cost-share or match is required? %

Is this grant program funded by the Federal Government? ☐ Yes ☒ No

If yes, provide the following:

Federal Department/Agency providing grant funds:

**Briefly describe how the grant funds will be used**

The grant funding will be utilized to continue using our Impaired Driving curriculum which has proven effective in improving offenders' knowledgeable attitudes, increasing personal responsibility and commitment to change and decreasing recidivism in first time and multiple offenders, high-risk offenders, youth and new offenders, drug offenders, etc. We have structured programs in all of these areas and more. While the grant is not for matching or federal funds, we are not permitted to co-mingle grant funds within our user fees.

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages	12,285.00			12,285.00
Employee Benefits				
Travel/Mileage				
Supplies	4,400.00			4,400.00
Equipment				
Construction				
Other				
<b>TOTAL</b>	16,685.00			16,685.00

Grant Payment Method: ☐ Reimbursement ☒ Advance ☐ Other

County Fund Number(s) for Match or Start-up/Seed money: 8398-4009

Est. Project Start Date: 07/01/23

Est. Project End Date: 6/30/24

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17





# LADOS-Division 2

LAKE COUNTY COURT ADMINISTERED  
ALCOHOL & DRUG SERVICE PROGRAM

2450 WEST 93RD AVENUE • CROWN POINT, INDIANA 46307

PHONE (219) 755-3013 EXT. 2 • FAX (219) 755-3880

WWW.LAKECOUNTYIN.ORG/LADOS2

February 21, 2023

Lake County Councilwoman, Christine Cid  
Lake County Grants Management Consultant, Jeanann Ficker

**RE: LADOS Division 2 – In Response to our Request to Apply for Renewal of Non-Matching Grant Funding for 2024**

Dear Lake County Councilwoman Cid, and Lake County Grants Manager Ficker,

All LADOS Div. 2 positions, Full Time and Part Time with the exception of 1 Full Time position are funded through a combination of LADOS Div. 2 User fees and supplemented with voluntarily sought and obtained Non-Matching Grant funds that have already been established with our Criminal Justice Partners. In our commitment to reduce unnecessary expenditures and remain fiscally prudent, LADOS Div. 2 continues to seek Grant funding to support our User fee funded program operations, preserve User Fee end cash reserves, and reduce reliance and potential impact on County General funds. Grant funding will not be utilized to hire additional personnel in either CY2024 IDOC or CY2023-2024 SAFE Grant requests.

**CY2024 IDOC CRRP Grant:**

Current staff members, including LADOS Division 2 Court Intake Clerk and Assistant Case Manager Part Time salaries, FICA and Worker's Compensation will be requested to be fully funded by the CY2024 IDOC CRRP Grant Funds. CY2024 IDOC Grant request will also include funding for Office supplies including Toner Cartridges, paper and other necessities to eliminate the burden on User Fee Funds.

**CY2023-2024 SAFE Grant:**

Current staff members, including the Educational Instructor and Director position will be requested to be supplemented by the SAFE CY2023-2024 Grant Funds (fully funded part time, FICA and Worker's Compensation for Educational Instructor and partial full time salary, FICA and Worker's Compensation funded for the Director position). This request and funding will continue to reduce LADOS User fee funding of Grant approved part time and full time positions, and IOCS approved evidence based curriculum (Educational Journals provided to approximately 400 clients).

Due to the recent economic changes, competitive wages and inflation, LADOS Division 2 will also take into account increasing part time staff hourly wages in order to maintain our current quality part time staff members.

If supplemental Grant funding was reduced by either grant Entity, LADOS Div. 2 would utilize User Fee Fund cash reserves and if necessary, should the need arise, would appreciate your consideration for Council funding assistance in the future, should grant funding be reduced or eliminated.

We thank you, Councilwoman Cid, President Bilski and Members of the Council for your continued support of the LADOS Division 2 program.

Sincerely,

Amanda Regelin-Borsits, MA, CSAMS, CADAC II  
Executive Director, LADOS Div. 2 Program

cc: Denise M. Bozich, LADOS Division 2, Clinical Operations Supervisor



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Regelin-Borsits, Amanda K](#); [Denise M. Bozich](#)  
**Subject:** Grant Item #2 = LADOS-Div. 2 - 2023 SAFE Grant Form  
**Date:** Monday, March 6, 2023 12:17:50 PM  
**Attachments:** [LADOS - FY 2023 SAFE Grant Form - version 2.pdf](#)  
[LADOS Div. Grant personnel expenses.pdf](#)

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## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

—  
Christine,

The LADOS - Division 2 program intends to apply for a **2023 SAFE Grant** from the Supporting Addiction Free Environments (SAFE), a coalition comprised of individuals and organizations united against substance use, abuse, and misuse in adults and adolescents. SAFE Grant applications are due on April 29, 2023. A County Grant Form is attached for Council review.

### **Consultant Review**

SAFE is dedicated to reducing the incidence and prevalence of substance use, abuse, and misuse among adults and adolescents in Lake County. The SAFE Grant Program awards funds to Lake County organizations and programs to support their substance abuse prevention efforts.

LADOS - Division 2 is requesting **\$16,685.00** in SAFE grant funds. The program intends to use **\$12,285.00** in grant funds for staff salaries. Pursuant to your request for additional information regarding grant-funded salary expenses, LADOS - Div. 2 has provided a second attachment.

LADOS - Div. 2 will use **\$4,400.00** in SAFE Grant Funds to purchase *Impaired Driving* curriculum materials. This curriculum is an evidence-based program proven effective at increasing personal responsibility and reducing recidivism among program participants. The requested SAFE Grant Renewal will support these activities through June 30, 2024. **No matching funds are required.**

If approved, LADOS - Division 2 will account for this grant using Fund 398-4042, an existing non-reverting grant fund.

### **Consultant Recommendation**

Based on my review of the proposed SAFE Grant project, **I recommend the Council approve LADOS - Division 2's 2023 SAFE Grant Renewal Application.**

Please feel free to call me if you have any questions.

Thanks,  
Jeanann Ficker



From: [Jeanann Ficker](#)  
To: [Cid, Christine](#)  
Cc: [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
Subject: Grant Applications for March 14, 2022 Council Regular Meeting  
Date: Monday, February 27, 2023 11:59:00 AM

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**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

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**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant



## ORDINANCE NO. \_\_\_\_\_

**ORDINANCE ESTABLISHING THE ADULT COMMUNITY CORRECTIONS –  
INDIANA DEPARTMENT OF CORRECTIONS – COMMUNITY CORRECTIONS AND JUSTICE  
REINVESTMENT GRANT FOR AN ALCOHOL AND DRUG COURT PROGRAM  
ODD-NUMBERED YEAR FUND,  
A NON-REVERTING FUND**

**WHEREAS,** Indiana Code 36-2-3.5-3 provides that the Lake County Council is the fiscal and legislative body for Lake County, Indiana; and

**WHEREAS,** Indiana Code 36-2-3.5-5, provides that the County Council shall pass all ordinances, orders, resolutions and motions for the government of the County in the manner prescribed by I.C. 36-2-4, et. seq.; and

**WHEREAS,** the Lake County Council desires to establish by ordinance all funds within the County Treasury; and

**WHEREAS,** the Indiana Department of Corrections (IDOC) – Community Corrections and Justice Reinvestment (CC&JR) Court Recidivism Reduction Grant Program has, for many years, awarded the Lake Superior Court - County Division 2 funding for an Alcohol and Drug Court; and

**WHEREAS,** the IDOC-CC&JR Grant funds shall be used exclusively in conformance with Indiana Code § 11-12 and in accordance with the annual Grant Agreement executed between the parties and for no other purposes; and

**WHEREAS,** the IDOC awarded the LCACC FY 2023 Community Corrections and Justice Reinvestment (CC&JR) Alcohol and Drug Court grant funding in the amount of \$44,417.00 for purposes of sustaining the Lake Superior Court – County Division 2 -Lake Alcohol and Drug Program (LADOS- Division 2 program) from January 1 through December 31, 2023; and

**WHEREAS,** the Lake Superior Court – County Division 2 - LADOS- Division 2 program is a judicial reform program providing services to individuals charged with alcohol and drug offenses. The LADOS- Division 2's education, treatment, and other services encourage and motivate offenders to accept personal responsibility, adopt healthier lifestyles, and implement other behavior modifications to prevent program participants from committing repeat offenses. This Alcohol and Drug Court Grant-funded program uses evidence-based programming proven to reduce recidivism by participants, who successfully complete the program; and

**WHEREAS,** the IDOC has determined each IDOC-CC&JR Grant program must be accounted for in a separate fund which shall alternate between an odd-year award and an even-year award to prevent commingling of grant funds across LCACC programs and between annual program-specific awards; and

**WHEREAS,** the Lake County Council desires to create the Alcohol and Drug Court Grant Odd-Numbered Year Fund to account for the current award and any future IDOC-CC&JR Alcohol and Drug Court Grant awards made in odd-numbered years.



NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

1. That the Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for an Alcohol and Drug Court Odd-Numbered Year Fund, a non-reverting fund, is established and will be used for the deposit of the remaining balance and anticipated advance grant payments for the LADOS – Division 2 program’s FY 2023 IDOC-CC&JR award.
2. That, as an advance grant, 100% funded by the State of Indiana, and awarded with a grant budget approved by a State Agency, the Lake County fiscal body is not required to appropriate money to be paid out of the fund, except as otherwise provided by law.
3. That this grant fund will be used to make grant-funded purchases in compliance with permissible uses, the Alcohol and Drug Court’s approved grant budget, and appropriations created by the Lake County Auditor’s Office.
4. Any money remaining in the fund at the end of the year shall not revert to any other fund but continues in the Lake County Adult Community Corrections Indiana Department of Corrections-Community Corrections and Justice Reinvestment (IDOC-CC&JR) Grant for an Alcohol and Drug Court Odd-Numbered Year Fund.
5. In the event the Lake Alcohol and Drug Program future IDOC-CCJ&R Grant funding for Alcohol and Drug Court in odd-numbered years, this Fund may be used to account for such awards.

SO ORDAINED THIS 14<sup>th</sup> DAY OF MARCH, 2023.

---

CHARLIE BROWN - President

---

DAVID HAMM

---

CHRISTINE CID

---

RANDELL C. NIEMEYER

---

CLORIUS L. LAY

---

PETE LINDEMULDER

---

TED F. BILSKI

Members of the Lake County Council





**LAKE SUPERIOR COURT  
COUNTY DIVISION ROOM 1**

2293 North Main Street  
Crown Point, Indiana 46307

**NICHOLAS J. SCHIRALLI**  
Judge

1049-M

March 1, 2023

Phone (219) 755-3570  
Fax (219) 755-3006

Lake County Auditor, Finance  
Attn: Leah Blanchard Johnson  
2293 N. Main St.  
Crown Point, In 46307

Re: Transfer of Funds

*dy*

Dear Leah,

Please accept this letter as our request to transfer the following funds. We have a Public Defender that is going to come back to work with our Court and will return as a Consultant. If you have any questions, please feel free to email me or call me at 755-3570.

FROM	AMOUNT	TO
1001-4002-61120 Professionals	\$28,500.00	1001-4002-63190 Other Professional Services

Thank you for any assistance and cooperation you extend to us.

Best personal regards,

Nicholas J. Schiralli, Judge  
Lake Superior Court, County Div.1  
Marylin Pitsas, Court Administrator

LAKE COUNTY AUDITOR  
2023 MAR -1 PM 1:55  
RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County

#4002 Lake Superior Court, County Division 1 as Follows:  
 Dept. Name & No.

FUND NO. 1001

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	61120 Professionals	\$28,500.00	63190 Other Professional Services		\$28,500.00
2.					
3.					
4.					
5.					
Total:					\$28,500.00

II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County

Dept. Name & No.

as follows:

FUND, Line Item No. & Title	Amount
1.	
2.	
3.	
4.	
5.	
6.	

Total:

III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used.  
 Dept. Name & No. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1.	
2.	
3.	

Lake Superior Court, County Division 1  
 Name of Department

Signature & Date

*[Signature]*  
 MP

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



\* Year 2023

\* Fund 1001 County General

\* Department 4002 Lake Sup Crt-County Di

Account All

Budget\_Balance\_Report\_2...

Budget Account	Budget Account Description	Prior Year Encumbrance (Carried over as of 01/01)	Total Available Budget (Prior Year Encumbrance + CY Budget)	Requisition Commitments	Purchase Order Obligations	Invoice Expenditure	Total Expenditure	Funds Available
1001-4002-61110	County General-Lake Sup Crt\ County Div\R-Official & Administrators		375,353.00	0.00	0.00	28,700.98	28,700.98	346,652.02
1001-4002-61120	County General-Lake Sup Crt\ County Div\R-Professionals		260,124.00	0.00	0.00	16,822.65	16,822.65	243,301.35
1001-4002-61130	County General-Lake Sup Crt\ County Div\R-Technicians		116,135.00	0.00	0.00	0.00	0.00	116,135.00
1001-4002-61140	County General-Lake Sup Crt\ County Div\R-Protective Services		360,545.00	0.00	0.00	22,493.16	22,493.16	338,051.84
1001-4002-61150	County General-Lake Sup Crt\ County Div\R- Paraprofessionals		218,498.00	0.00	0.00	15,425.48	15,425.48	203,072.52
1001-4002-61160	County General-Lake Sup Crt\ County Div\R-Office & Clerical		138,316.00	0.00	0.00	9,017.79	9,017.79	129,298.21
1001-4002-61190	County General-Lake Sup Crt\ County Div\R-Part\Time		17,198.00	0.00	0.00	1,640.00	1,640.00	15,558.00
1001-4002-61210	County General-Lake Sup Crt\ County Div\R-Longevity \- Deduction		11,760.00	0.00	0.00	620.00	620.00	11,140.00
1001-4002-61231	County General-Lake Sup Crt\ County Div\R-Court Reporter Per Diem		100.00	0.00	0.00	0.00	0.00	100.00
1001-4002-61320	County General-Lake Sup Crt\ County Div\R-FICA \- Deduction		0.00	0.00	0.00	6,488.57	6,488.57	-6,488.57
1001-4002-61330	County General-Lake Sup Crt\ County Div\R-PERF \- Deduction		0.00	0.00	0.00	13,218.26	13,218.26	-13,218.26
1001-4002-61340	County General-Lake Sup Crt\ County Div\R-Group Insurance \-Deductio		0.00	0.00	0.00	44,565.60	44,565.60	-44,565.60
1001-4002-61350	County General-Lake Sup Crt\ County Div\R-Unemployment Comp \- Ded		0.00	0.00	0.00	0.00	0.00	0.00
1001-4002-61360	County General-Lake Sup Crt\ County Div\R-Workman's		0.00	0.00	0.00	1,303.63	1,303.63	-1,303.63



**Request to Apply for a Grant**

IMPORTANT: This form MUST be provided to the Grant Oversight Committee PRIOR to submitting a Grant Application.

**To: Ms. Christine Cid, Council Grant Oversight Committee – copy to: jeanannficker@att.net****From:** Tim Brown**Department:** LC Community Economic Development**Email:** brownta@lakecountyin.org**Phone:** 755-3225**Date:** 03/01/20**Grant Project Name:** FY2023 CDBG (Drawdown Advance Grant)

Grant Application Deadline Date: 07/15/23 (mm/dd/yy)

Grant Application is for (check one): ☐ New Grant ☒ Renewal of Existing Grant-funded Program**If Grant Application is for Renewal of an existing grant, please check responses below:**

Is the grant-funded program included in the Department's approved budget? ☒ Yes ☐ No  
 Does the renewal increase County/Department matching funds or responsibilities? ☐ Yes ☒ No  
 Does the grant giving agency require the County Council to approve the application? ☐ Yes ☒ No

**For ALL Grant Applications, please provide responses requested below:**Grant Program Name: FY2023 CDBG ~~and HOME~~ Programs - CFDA #: 14.218

Grant-Giving Agency/Department: Housing and Urban Development

Does the grant application also include Grant Agreement acceptance provisions? ☒ Yes ☐ NoWill the grant-funded project require local cost-share or matching funds? ☐ Yes ☒ No

If yes, what percentage cost-share or match is required? 0.00%

Is this grant program funded by the Federal Government? ☒ Yes ☐ No

If yes, provide the following:

Federal Department/Agency providing grant funds: Housing and Urban Development

**Briefly describe how the grant funds will be used**

The CDBG ~~and HOME~~ Program funding are annual grants for the Community and Economic Development Department that benefit low to moderate income persons and families in Lake County. Also, our 16 community partners receive a portion of the funds as does 6 social service agencies.

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages	215,000.00			
Employee Benefits	25,000.00			
Travel/Mileage	1,500.00			
Supplies	4.00			
Equipment	60,000.00			
Construction	1,173,296			
Other	120,000.00			
<b>TOTAL</b>	1,486,800.00	None Required		1,486,800.00

Grant Payment Method: ☒ Reimbursement ☒ Advance ☐ Other Revised by JF

County Fund Number(s) for Match or Start-up/Seed money: 8170, 9172, 8173

Est. Project Start Date: 09/01/23

Est. Project End Date: 8/31/34

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Brown, Timothy A](#)  
**Subject:** Grant Item # 7 = LCCEDD - FY 2023 HUD CDBG Grant Form  
**Date:** Monday, March 6, 2023 8:51:15 AM  
**Attachments:** [LCCEDD - FY 2023 HUD CDBG Grant Form.pdf](#)

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## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

—  
Christine,  
The Lake County Community Economic Development Department (LCCEDD) intends to renew its US Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program for FY 2023. The LCCEDD's Grant Form for this CDBG Grant renewal is attached for Council review.

### **Consultant Review**

The CDBG program is a federal advance grant providing vital funding for cities and towns, social services agencies, housing rehabilitation programs, and other allowable activities. While this is an advance grant, HUD does not provide the entire CDBG grant award to the County at start-up. Rather, the LCCEDD requests periodic drawdowns from HUD to pay the CDBG program's incurred costs as invoices are received. HUD has notified the LCCEDD that its FY 2023 CDBG grant award as **\$1,486,800.00**. **No matching funds are required.**

The FY 2023 CDBG grant project will begin on September 1, 2023. The LCCEDD typically has up to eight (8) years to expend each annual CDBG grant award

### **Consultant Recommendation**

Based on my familiarity with the County's existing CDBG program and my on-going coordination with the LCCEDD, **I recommend the Council approve the LCCEDD's FY 2023 CDBG Grant Renewal Application.**

Please feel free to call or email me about this recommendation. If I may be of further assistance on this or other grant-related matters, please do not hesitate to contact me.

Sincerely,  
Jeanann  
(219) 663-8526



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
**Subject:** Fw: Two (2) Additional Grant Applications for March 14, 2022 Council Regular Meeting  
**Date:** Thursday, March 2, 2023 10:55:43 AM

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## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.

Christine,

Yesterday, Tim Brown contacted to me regarding upcoming HUD grant applications. As a result, I am requesting to add the following Grant Applications to the Council's March Regular Meeting Agenda:

**(7) Lake County Community Economic Development Department = US Housing and Urban Development (HUD) FY 2023 Community Development Block Grant (CDBG) Grant Application**

**(8) Lake County Community Economic Development Department = US Housing and Urban Development (HUD) FY 2023 Home Improvement Partnerships Program (HOME) Grant Application**

Please let me know if you have any questions.

Thanks,  
Jeanann  
(219) 663-8526

----- Forwarded Message -----

**From:** Jeanann Ficker <jeanannficker@att.net>  
**To:** Christine Cid <cidx@lakecountyin.org>  
**Cc:** Charlie Brown <charliebrown.3838@yahoo.com>; Terry Barczak <barczta@lakecountyin.org>; George P. Ficker <fickegp@lakecountyin.org>  
**Sent:** Monday, February 27, 2023 at 11:58:53 AM CST  
**Subject:** Grant Applications for March 14, 2022 Council Regular Meeting

Christine,

I am writing to request the following proposed Grant Applications be placed on the Council's March Regular Meeting Agenda:

**(1) Lake Superior Court - Division II LADOS Program = Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application**



**(2) Lake Superior Court - Division II LADOS Program = Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application**

**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

**(5) Lake County Adult Community Corrections Department - Community Transitions Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application**

**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant  
(219) 663-8526



### Request to Apply for a Grant

IMPORTANT: This form MUST be provided to the Grant Oversight Committee PRIOR to submitting a Grant Application.

**To:** Ms. Christine Cid, Council Grant Oversight Committee – copy to: jeanannficker@att.net

**From:** Tim Brown

**Department:** LC Community Economic Development

**Email:** brownta@lakecountyin.org

**Phone:** 755-3225

**Date:** 03/01/20

**Grant Project Name:** FY2023 HOME Program Grant (Drawdown Advance Grant)

Grant Application Deadline Date: 07/15/23

(mm/dd/yy)

Grant Application is for (check one): ☐ New Grant ☒ Renewal of Existing Grant-funded Program

**If Grant Application is for Renewal of an existing grant, please check responses below:**

Is the grant-funded program included in the Department's approved budget? ☒ Yes ☐ No  
 Does the renewal increase County/Department matching funds or responsibilities? ☐ Yes ☒ No  
 Does the grant giving agency require the County Council to approve the application? ☐ Yes ☒ No

**For ALL Grant Applications, please provide responses requested below:**

Grant Program Name: FY2023 ~~CDBG and HOME Programs~~ - CFDA #: 14.239

Grant-Giving Agency/Department: Housing and Urban Development

Does the grant application also include Grant Agreement acceptance provisions? ☒ Yes ☐ No

Will the grant-funded project require local cost-share or matching funds? ☐ Yes ☒ No  
 If yes, what percentage cost-share or match is required? 0.0%

Is this grant program funded by the Federal Government? ☒ Yes ☐ No

If yes, provide the following:

Federal Department/Agency providing grant funds: Housing and Urban Development

**Briefly describe how the grant funds will be used**

The CDBG and HOME Program funding are annual grants for the Community and Economic Development Department that benefit low to moderate income persons and families in Lake County. Also, our 16 community partners receive a portion of the funds as does 6 social service agencies.

**Grant Project Budget Details** (enter amounts in chart below; do not write, "See attached")

Budget Categories	Grant Request	Matching Resources, if required		Total
		Cash	In-Kind/Donated	
Salaries & Wages	60,000.00			
Employee Benefits				
Travel/Mileage				
Supplies				
Equipment				
Construction	510,067.00			
Other	120,000.00			
<b>TOTAL</b>	690,067.00	None Required		690,067.00

Grant Payment Method: ☒ Reimbursement ☒ Advance ☐ Other Revised by JF

County Fund Number(s) for Match or Start-up/Seed money: 8171

Est. Project Start Date: 09/01/23

Est. Project End Date: 8/31/34

**REQUIRED ATTACHMENTS:** Grant Guidance/RFP and draft Grant Application

-Rev. 10/17



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#); [Brown, Timothy A](#)  
**Subject:** Grant Item #8 = LCCEDD HUD FY 2023 HOME Grant Form  
**Date:** Monday, March 6, 2023 8:51:52 AM  
**Attachments:** [LCCEDD - FY 2023 HUD HOME Grant Form.pdf](#)

---

## External Email

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—  
Christine,

The Lake County Community Economic Development Department (LCCEDD) intends to renew its US Department of Housing and Urban Development (HUD) HOME Investment Partnerships (HOME) Grant Program for FY 2023. The LCCEDD's Grant Form for this renewal is attached for Council review.

### **Consultant Review**

The HUD FY 2023 HOME Grant program is a federal advance grant. The federal HOME Grant provides funding for the County's Home Buyers Program, home rehabilitation projects, and programs to prevent homelessness. The HOME Grant program provides financial assistance to community housing development organizations such as Habitat for Humanity.

While the HOME grant program is an advance grant, HUD does not provide the entire grant award to the County at start-up. Rather, the LCCEDD requests periodic drawdowns from HUD to pay HOME program's expenses as needed. HUD notified the LCCEDD its FY 2023 HOME grant award will be **\$690,067.00**. **No matching funds are required.**

### **Consultant Recommendation**

Based on my familiarity with the County's existing HOME program and on-going coordination with the LCCEDD, **I recommend the Council approve the LCCEDD's FY 2023 HOME Grant Renewal Application.**

Please feel free to call or email me if you have any questions about this recommendation or wish to discuss other grant-related issues.

Sincerely,  
Jeanann  
(219) 663-8526



**From:** [Jeanann Ficker](#)  
**To:** [Cid, Christine](#)  
**Cc:** [Charlie Brown](#); [Terry Barczak](#); [Ficker, George P](#)  
**Subject:** Fw: Two (2) Additional Grant Applications for March 14, 2022 Council Regular Meeting  
**Date:** Thursday, March 2, 2023 10:55:43 AM

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## External Email

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Christine,

Yesterday, Tim Brown contacted to me regarding upcoming HUD grant applications. As a result, I am requesting to add the following Grant Applications to the Council's March Regular Meeting Agenda:

**(7) Lake County Community Economic Development Department = US Housing and Urban Development (HUD) FY 2023 Community Development Block Grant (CDBG) Grant Application**

**(8) Lake County Community Economic Development Department = US Housing and Urban Development (HUD) FY 2023 Home Improvement Partnerships Program (HOME) Grant Application**

Please let me know if you have any questions.

Thanks,  
Jeanann  
(219) 663-8526

----- Forwarded Message -----

**From:** Jeanann Ficker <jeanannficker@att.net>  
**To:** Christine Cid <cidx@lakecountyin.org>  
**Cc:** Charlie Brown <charliebrown.3838@yahoo.com>; Terry Barczak <barczta@lakecountyin.org>; George P. Ficker <fickegp@lakecountyin.org>  
**Sent:** Monday, February 27, 2023 at 11:58:53 AM CST  
**Subject:** Grant Applications for March 14, 2022 Council Regular Meeting

Christine,

I am writing to request the following proposed Grant Applications be placed on the Council's March Regular Meeting Agenda:

**(1) Lake Superior Court - Division II LADOS Program = Indiana Department of Corrections - FY 2024 Court Risk Reduction Program (CRRP) Grant Renewal Application**



**(2) Lake Superior Court - Division II LADOS Program = Supporting Addiction-Free Environments (SAFE) Non-Profit Coalition - FY 2023 SAFE Grant Renewal Application**

**(3) Lake County Sheriff's Department = US Department of Justice - Bureau of Justice Assistance - FY 2023 Kevin and Avonte Program Grant Application**

**(4) Lake County Adult Community Corrections Department - Drug Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Drug Court Grant Application**

**(5) Lake County Adult Community Corrections Department - Community Transitions Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Re-Entry Court Grant Application**

**(6) Lake County Adult Community Corrections Department - Therapeutic Intervention Court Program = Indiana Supreme Court - Office of Court Services - FY 2023 Problem-Solving Mental Health Court Grant Application**

I will review these proposed grant applications and submit my recommendations later this week.

Please feel free to contact me if you have any questions regarding these grant-related items.

Sincerely,  
Jeanann Ficker  
Lake County Grants Management Consultant  
(219) 663-8526



## ORDINANCE NO. \_\_\_\_\_

**ORDINANCE APPROVING THE ACTION BY  
THE PARK & RECREATION BOARD OF  
LAKE COUNTY, INDIANA TO ESTABLISH THE  
CUMULATIVE PARK BUILDING FUND,  
A NON-REVERTING FUND, PURSUANT TO I.C. 36-10-3-21**

**WHEREAS,** pursuant to I.C. 36-2-3.5-5, the Lake County Council shall adopt ordinances to promote efficient County Government; and

**WHEREAS,** pursuant to I.C. 36-2-5-2(b), the Lake County Council shall appropriate money to be paid out of the County Treasury, and money may be paid from the County Treasury only under appropriation made by the County Council, except as otherwise provided as law; and

**WHEREAS,** the Lake County Council desires to establish by ordinance all funds within the County Treasury, from which appropriations and transfers require County Council approval; and

**WHEREAS,** on February 9, 2023, pursuant to I.C. 36-10-3-21, the Lake County Park & Recreation Board adopted a plan whereby a Cumulative Park Building Fund was established to provide for all uses as stated in I.C. 36-10-3-21;

**WHEREAS,** the Lake County Park & Recreation Board complied with all the requirements of I.C. 6-1.1-41 in establishing the Cumulative Park Building Fund; and

**WHEREAS,** Indiana Code 36-10-3-21(a) provides that in addition to the requirements of I.C. 6-1.1-41 the proposed action in establishing the Cumulative Park Building Fund must be approved by the fiscal body of the Lake County Park & Recreation Board; and

**WHEREAS,** the Lake County Council is the fiscal body of the Lake County Park & Recreation Board; and

**WHEREAS,** the Lake County Council approves the action of the Lake County Park & Recreation Board in establishing the Cumulative Park Building Fund and desires to create a Cumulative Park Building Fund, for the deposit of funds collected by a tax levy in compliance with I.C. 6-1.1-41 for the purposes as set out in I.C. 36-10-3-21.

**NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:**

1. That the Lake County Council approves the action of the Park & Recreation Board of Lake County, Indiana in establishing the Cumulative Park Building Fund pursuant to I.C. 36-10-3-21.
2. That the Cumulative Park Building Fund, a non-reverting Fund, is established for the deposit of funds collected by the tax levy pursuant to I.C. 6-1.1-41 to be used for the purpose as set out in I.C. 36-10-3-21.



3. That the Park & Recreation Board of Lake County, Indiana, will adhere to the provisions of I.C. 36-10-3-21.
4. That the proposed Fund shall not exceed \$0.0167 on each \$100.00 of assessed valuation. Said tax rate will be levied beginning with taxes for 2023 payable in 2024.
5. That appropriations from the fund shall be subject to approval by the Lake County Council, or as otherwise provided by law.
6. Any money remaining in the fund at the end of the year shall not revert to the General Fund but continue in the Cumulative Park Building Fund, subject to appropriation by the Lake County Council, or as otherwise provided by law.

SO ORDAINED THIS \_\_\_\_\_ DAY OF MARCH, 2023.

\_\_\_\_\_  
CHARLIE BROWN - President

\_\_\_\_\_  
DAVID HAMM

\_\_\_\_\_  
CHRISTINE CID

\_\_\_\_\_  
RANDELL C. NIEMEYER

\_\_\_\_\_  
CLORIUS L. LAY

\_\_\_\_\_  
PETE LINDEMULDER

\_\_\_\_\_  
TED F. BILSKI

Members of the Lake County Council





8411 East Lincoln Highway • Crown Point, IN 46307  
Phone: (219) 769-7275 • Fax: (219) 945-0452 • lakecountyparks.com

Bellaboo's  
(219) 963-2070

Buckley Homestead  
(219) 696-0769

Cedar Creek Family Golf  
Center  
(219) 365-2902

Deep River  
(219) 947-1958

Deep River Waterpark  
(219) 947-7850

Gibson Woods  
(219) 844-3188

Grand Kankakee Marsh  
(219) 552-0033

Lake Etta  
(219) 944-9601  
Banquets:  
(219) 949-6533

Lemon Lake  
(219) 663-7627

Oak Ridge Prairie  
(219) 884-7238

Stoney Run  
(219) 996-6500

Three Rivers  
(219) 962-7810

Turkey Creek Golf Course  
Pro Shop:  
(219) 980-5170  
Banquets:  
(219) 887-3550

Reservations & Tours  
(219) 769-7275

March 6, 2023

The Honorable Charlie Brown  
President, Lake County Council  
Lake County Government Center  
2293 North Main Street  
Crown Point, IN 46307

Re: County Ordinance: Lake County Parks & Recreation Cumulative Building Fund

Dear Mr. Brown,

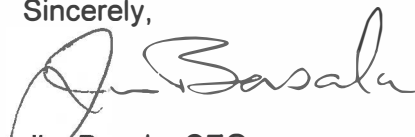
The Lake County Parks and Recreation Department respectfully requests permission to be heard by the Lake County Council at the March 14th meeting regarding:

**Creation of a cumulative building fund per IC 36-10-3-21 for Lake County Parks & Recreation Department.**

This ordinance is to address ongoing concerns of available capital needed to make major repairs and improvements to Lake County Parks & Recreation Department infrastructure.

Your consideration is greatly appreciated.

Sincerely,



Jim Basala, CEO  
and Secretary to the Board

Established June 1, 1968  
Get Out. Go Play. Explore.



- 3) **Energy Savings Contract Project Committee (Created by Lake County Council, 10-1-05)**

**INACTIVE PER COUNCIL PRESIDENT TED BILSKI – 11/14/17**

- 4) **Lake County Redevelopment Commission (I.C. 36-7-14-6.1(b)).**

The County Council will make 2 of the 5 appointments with the first round of appointments lasting from July 1, 2008 until December 31, 2009. After that, appointments will return to the normal January 1 to December 31 terms, beginning with January 1, 2010.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appt. by Exec.</u>
Christine Cid	December 13, 2022	1 year	December 31, 2023
John Brezik	December 13, 2022	1 year	December 31, 2023

- X 5) **Criminal Justice Coordinating Committee (Council Ord. 1421A-6-12-18)**

Established to develop a program to implement a countywide approach to safely maintain a Lake County Jail inmate population and coordinate existing programs, make recommendations and establish policy. Shall consist of 13 voting members and 4 non-voting members, for a one-year term. County Council shall appoint two Council members and one Mental Health Representative.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Charlie Brown	July 12, 2022	1 year	July, 2023
X Christian Jorgensen	July 12, 2022	1 year	July, 2023
William Mescall	July 12, 2022	1 year	July, 2023



✓ 19) **County Domestic Violence Fatality Review Team (Created 7-12-11-Ord. 1337A)**

County Council **SHALL** appoint 8 members to a 2-year term; a survivor of domestic violence, a domestic violence direct service provider agency, a representative of law enforcement from the area served by the review team, the prosecuting attorney or his/her designee from Lake County, an expert in the field of forensic pathology or coroner or deputy coroner, a medical practitioner with expertise in domestic violence, a Judge who hears civil or criminal cases, and an employee of child protective services agency. County Council **MAY** appoint 11 additional members; member of the clergy, a representative from a Lake County Government Agency, a representative from the Lake County Health Department, a representative from the Lake County Bar Association, a defense Attorney, an educator, a Lake County Probation Officer, a representative from the business community, a lake County animal Control officer, an Attorney who represents victims of domestic violence, and a provider of a batter's intervention program.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Anne Herbert Survivor of Domestic Violence	January 11, 2022	2 years	January, 2024
Pam Serrano DV Direct Service Provider	January 10, 2023	2 years	January, 2025
Larry Thurmond Law Enforcement	January 10, 2023	2 years	January, 2025
Nadia Wardrip Prosecuting Attorney/Designee	January 10, 2023	2 years	January, 2025
David Pastrick Forensic/Coroner/Deputy	November 9, 2021 (Effective 1/1/2022)	2 years	November, 2023
✓ Dr. Chandana Vavilala Medical Practitioner	January 11, 2022	2 years	January, 2024



**From:** [Cid, Christine](#)  
**To:** [Flicker, George P](#)  
**Subject:** Fwd: LC Domestic violence fatality review team  
**Date:** Thursday, March 2, 2023 11:18:09 AM  
**Attachments:** [Michelle.Resendez.CV. Updated 2023.pdf](#)

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George,  
The attachment resume goes on the agenda as supporting document for the domestic violence fatality routine medical practitioner appointment.

Thank you.  
Christine  
Get [Outlook for Android](#)

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**From:** Resendez Michelle L <Michelle.Resendez@franciscanalliance.org>  
**Sent:** Thursday, March 2, 2023 11:16:36 AM  
**To:** Cid, Christine <cidcx@lakecountyin.org>  
**Subject:** RE: LC Domestic violence fatality review team

### External Email

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—  
Christine:

Please see the attached CV, showing my history and commitment to victims of violence.

I have been involved with victims of violence since 2000. I was an advocate for sexual assault victims and once I completed my Forensic Nursing training, my services have expanded to include DV/IPV, Child Abuse, Elder Abuse, and Human Trafficking over the years. I have also worked in the Emergency Department for 12 yrs and have seen the impacts of the violence on individuals and families. It only takes one person to be a light and make a difference in someone's life to help them make changes or see things through a different lens.

I appreciate the opportunity and look forward to working with a great group that is committed to making a difference in Lake County.

Michelle

---

**From:** Cid, Christine <cidcx@lakecountyin.org>  
**Sent:** Wednesday, February 15, 2023 7:43 PM  
**To:** Resendez Michelle L <Michelle.Resendez@franciscanalliance.org>  
**Subject:** LC Domestic violence fatality review team

**WARNING: This email is from an EXTERNAL source. Exercise caution.**

- Do not click on any links or attachments unless you are certain that they are safe and are required for business.
- If you believe this is a suspicious email click the **Phish Alert** button in the toolbar to have it removed, or if you are on a mobile device just delete the email. (o365)

Dear Michelle,

I appreciate your interest in serving on the Lake County Domestic Violence Fatality Review Team. I will nominate you at the Council's March meeting. I am confident that the nomination result in a favorable appointment.

I need a letter from you stating your interest in serving on the team. Also, a resume or short bio would be of help.

All the best,  
Christine Cid  
County Councilwoman  
District 5  
219-218-3126

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## **CURRICULUM VITAE**

### **Michelle Resendez, RN, SANE-A/SANE-P**

#### **Forensic Nurse Examiner**

#### **Adult/Adolescent and Pediatric SANE**

#### **Educational Background**

Nov 2020	Board Certified Pediatric Sexual Assault Nurse Examiner (SANE-P)
Oct 2014	Turning Point Services to End Domestic Violence and Sexual Assault, Macomb Community College, Macomb, MI- Pediatric Sexual Assault Nurse Examiner - Certificate
Oct 2010	Board Certified Adult/Adolescent Sexual Assault Nurse Examiner (SANE-A)
Nov 2008	Sexual Assault Nurse Examiner Adult/Adolescent-Certificate Fort Wayne, IN
May 2007	Saint Elizabeth School of Nursing-Diploma in Nursing Lafayette, IN
1990	Indiana University Northwest-Bio/Chem, Gary, IN
1989-1990	Saint Joseph's College -Bio/Chem, Rensselaer, IN

#### **Court Testimony** -verified dates of court testimony

2022 Dec 14<sup>th</sup> – Superior Court of Lake County, Criminal Division  
2021 May 3<sup>rd</sup> - Lake Superior Court  
2021 Mar 2<sup>nd</sup> – Superior Court of Lake County, Criminal Division  
2020 Feb 3<sup>rd</sup> – Superior Court of Lake County, Criminal Division  
2019 Dec 2-3<sup>rd</sup> – Superior Court of Lake County, Criminal Division  
2019 May 1<sup>st</sup> - Pulaski County Circuit Court  
2018 Dec 17<sup>th</sup> – LaPorte Superior Court  
2018 Oct 5<sup>th</sup> – Lake Superior Court - Qualified as an expert witness by  
Judge Alexis Vasquez Dedelow  
2018 Mar 27<sup>th</sup> – LaPorte Superior Court



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## CURRICULUM VITAE

### **Professional Experience and Community Service**

- 2021- Present Prevent Child Abuse Lake County committee board member
- 2019-2021 Academy of Forensic Nurses Human Trafficking committee member
- 2019-2022 Northwest Indiana Anti-Trafficking Coalition- Co Chair and board member  
Team Lead for Health Care and Law Enforcement Working Groups
- 2019- 2021 Indiana Protection of Abuse and Trafficked Humans Task Force committee member
- 2018-2019 Indiana Protection of Abused and Trafficked Humans Task Force- (IPATH Co-chair of Health Care Working Group)
- 2017- 2020 St. Mary's Medical Center Emergency Department, Staff RN.
- 2016 - 2018 Lake County Human Trafficking Taskforce
- 2016- Present LaPorte County Sexual Assault Response Team
- 2016-Present LaPorte County MDT (Multidisciplinary Team) consult
- 2016-Present Lake County Child Death Review Team
- 2015 International Association of Forensic Nurses Indiana Chapter President
- 2015-2019 Lake County Domestic Violence Sexual Assault Task Force
- 2013-2014 International Association of Forensic Nurses Indiana Chapter -President Elect
- 2013-Present Emergency Nurse Association Forensic Subcommittee Member
- 2012-2016 Porter County Sexual Assault Response Team-initiation phase
- 2012- 2013 LaPorte County Sexual Assault Response Team- developmental phase of protocol
- 2012-Present Lake County Sexual Assault Response Team
- 2012- 2018 Franciscan Alliance Northwest Indiana Regional SANE Coordinator  
(Hammond, Dyer, Michigan City, Chesterton, Crown Point and Munster facilities)
- 2018- 2021 Franciscan Health Crown Point Center of Hope SANE Coordinator  
Co-chair of Franciscan Health Corporate Center of Hope SANE Collaborative
- 2022- Present Chair of Franciscan Health Corporate Center of Hope Collaborative
- 2012- Present St. Anthony Medical Center, Crown Point, IN -Staff RN/SANE-A, SANE-P
- 2012-2012 St. Mary's Medical Center, Hobart, IN-Staff RN
- 2010-2012 St. Elizabeth Regional Health (Franciscan Alliance), Lafayette, IN



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## CURRICULUM VITAE

	ED Staff RN/Center of Hope SANE-A
2009-2010	St. Anthony's Medical Center, Crown Point, IN-Staff RN/SANE
2007-2009	Jasper County Hospital, Rensselaer, IN-Staff RN/surgery
2001-2013	Jasper County Sexual Assault Response Team -S.A.F.E.R/SANE-A Sexual Assault Response Team Board Member

### Continuing Education Experience

2022	Oct 24 <sup>th</sup> , "ACEs and Trauma in Substance Use Disorder", Overdose Lifeline, Mira Ruhs, MSW/LSW, Franciscan Health Crown Point ( <b>1.0 hr.</b> )
2022	Oct 7 <sup>th</sup> , "Elevating the Voices of Survivors" Training Institute on Strangulation Prevention, Gael Strack, Casey Gwinn, webinar ( <b>1.5 hrs.</b> )
2022	Oct 5 <sup>th</sup> , "We Can't Ignore It and Neither Should You: Raising Public Awareness of Domestic Violence Panel Discussion," Geminus, Merrillville, IN ( <b>2.0 CEUs</b> )
2022	Aug 24 <sup>th</sup> , Lawsuits and Lessons Learned: Medicine Meets Malpractice, Scott DeBoer, Pedi-Ed-Trics, Crown Point, IN ( <b>2.5 CEUs</b> )
2022	Aug 24 <sup>th</sup> , Ethics in Forensic Nursing: Case Reviews and Discussion, Academy of Forensic Nursing, Dr. Ecoee Rooney, webinar ( <b>1.0 hrs.</b> )
2022	Aug 18 <sup>th</sup> , ACEs and Neurobiology of Trauma, Partnering on Practice Forum Committee, Review and Prevention, webinar ( <b>2.0 hr.</b> )
2022	Apr 29 <sup>th</sup> , 32 <sup>nd</sup> Annual IUN Forum on Child Abuse and Neglect: From ACEs and Trauma to PCEs and Hope, Workshop: Spreading HOPE- Healthy Outcomes from Positive Experiences, Robert Sege, PH. D, Indiana University Northwest, webinar ( <b>1.5 CEUs</b> )
2022	Apr 8 <sup>th</sup> , 32 <sup>nd</sup> Annual IUN Forum on Child Abuse and Neglect: From ACEs and Trauma to PCEs and Hope, Workshop: ACE Interface II: Systemic and Historical Trauma and ACEs, Skye Berger, Indiana University Northwest, webinar ( <b>1.5 CEUs</b> )
2021	Oct 26 <sup>th</sup> , Annual Break the Cycle...Love Shouldn't Hurt...Healing Child and Families of Domestic Violence Dinner, Geminus, Regional Health Systems, Merrillville, IN ( <b>2.0 credit hrs.</b> )
2021	Oct 25 <sup>th</sup> , "The Intersection of Trauma and Healthcare: Understanding Trauma Informed Care", Franciscan Health Indianapolis, IN ( <b>3.91 contact hrs.</b> )
2021	Aug 24 <sup>th</sup> , "Hope-Centered Intake: How to Put the Science of Hope into Practice", Casey, Gwinn, Sarah Pike, Alliance for Hope, webinar, ( <b>1.5 contact hrs.</b> )
2021	Jul 16 <sup>th</sup> , "Trauma Case Reviews" Specialty Program Interdisciplinary Education Series



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## CURRICULUM VITAE

- (SPIES) Franciscan Health Crown Point, Crown Point, IN **(1.0 contact hrs.)**
- 2021 Mar 31<sup>st</sup>, “Sexual Assault Nurse Examiner (SANE) Testimony: Making the Most of Your SANE Expert Witness”, International Association of Forensic Nurses, webinar **(1.5 contact hrs.)**
- 2020 Nov 4<sup>th</sup>, “Criminal Justice Reform and Implications for Survivors of Domestic Violence” Kelsey Sanders, Karyn Johnson, Jennica Lawford, Casey Gwinn, Alliance for Hope, webinar **(1.5 contact hrs.)**
- 2020 Aug 18<sup>th</sup>-20, “Masters’ Summit on Strangulation Prevention” Training Institute on Strangulation Prevention, Casey Gwinn, Gael Strack, Diana Faugno, Dr. W Smock, Dr. M Weaver, webinar **(15 credit hours)**
- 2020 May 8<sup>th</sup>, “Interpreting Toxicology and Alcohol/Drug Facilitated Sexual Assaults” International Association of Forensic Nursing, webinar **(1.5 hrs.)**
- 2020 Apr 29<sup>th</sup>, “Pediatric eCase Review” Academy of Forensic Nursing, Diana Faugno, Dr. Joyce Adams, webinar. **(1.0 hrs.)**
- 2020 Feb 13<sup>th</sup>, “Deputy for Early Heart Attack Care (EHAC) Certificate
- 2019 Oct 16<sup>th</sup>, “Children and Families of Domestic Violence: Break the Cycle, Love Shouldn’t Hurt, Healing Children and Families of Domestic Violence” Geminus Regional Health Systems, Merrillville, IN **(2.0 hrs.)**
- 2019 Oct 9<sup>th</sup>, Raising Public Awareness of Domestic Violence Panel Discussion: “We Can’t Ignore It and Neither Should You”, Geminus Regional Health Systems, Schererville, IN **(2.0 contact hrs.)**
- 2019 Aug 27<sup>th</sup>, “Question About False Reporting? EVAWI Probably Has a Resource for That!”, Webinar, End Violence Against Women International **(30 mins)**
- 2019 Jun 25<sup>th</sup>-28<sup>th</sup>, Advanced Course on Strangulation Prevention: Identifying, Investigating and Prosecuting Domestic Violence and Sexual Assault Strangulation Cases-Advanced Institute, Strangulation Institute/Alliance for Hope International, University of Indianapolis, IN **(29 training hrs.)**
- 2019 Jun 11<sup>th</sup>, “Suspect Forensic Examinations and Evidence Collection” Webinar, End Violence Against Women International **(1.5 hrs.)**
- 2019 May 9<sup>th</sup>, Pediatric Pitfalls: Pediatric Trauma, PediEDtrics, S.DeBoer, Crown Point, IN **(6 contact hrs.)**
- 2019 May 5<sup>th</sup>, “Pediatric Strangulation”, Children’s Healthcare of Atlanta, Webinar **(1.0 contact hrs.)**
- 2019 Mar 13<sup>th</sup>, NWI Forensic Nurse Courtroom Testimony Training, Indiana ENA, SANE Training Project, Purdue Extension Bld, Crown Point, IN **(7.3 contact hrs.)**
- 2019 Jan 24<sup>th</sup>, “Troubles with Documentation that Lead to Legal Jeopardy,” April Nikoloski,



---

## CURRICULUM VITAE

- RN, CNS, Marion Education Center, Crown Point (**1.0 hrs.**)
- 2019 Jan 22<sup>nd</sup>, Investigating Sexual Assault of Elder Victims, National Institute of Justice, Forensic Technology Center of Excellence. Webinar (**1.5 hrs.**)
- 2018 Sept 26<sup>th</sup>-27<sup>th</sup>, Trauma Informed Sexual Assault Investigations, International Association of Chiefs of Police, Indiana Wesleyan, Merrillville, IN. (**13.5hrs**)
- 2018 Aug 30<sup>th</sup>, “Gender Inclusive Care to Victims of Sexual Assault”, Webinar, National Institute of Justice. (**1.25 hrs.**)
- 2018 Jun 12<sup>th</sup>, “False Reports of Sexual Assault: Moving Beyond the Issues”, Webinar, EVAWint. (**1.5 hrs.**)
- 2018 May 21-23<sup>rd</sup>, Trauma Informed, Evidenced-Based Best Practices for Sexual Violence Response, ICESA, University of Indianapolis, Indianapolis, IN (**19.5 hrs.**)
- 2018 Feb 20<sup>th</sup> Transgender Communities, Violence and Culture Change, Webinar, ICESA
- 2017 Nov 20<sup>th</sup> Child Sexual Assault: Preserving and Presenting Evidence, Webinar, ICESA
- 2017 Oct 30<sup>th</sup>, 2<sup>nd</sup> Annual Indiana District 1 Trauma Symposium, Marion Education Center, Crown Point, IN (**6.0 CEUs**)
- 2017 Oct 11<sup>th</sup>- 13<sup>th</sup> Critical Incident Stress Management (CISM) Training, Munster, IN
- 2017 Sept 25<sup>th</sup> – 27<sup>th</sup> California Clinical Forensic Medical Training Center: Sexual Assault Medical Forensic Course-for Physicians and SAFE/SANE Coordinators, California \ District Attorneys Association (**24.5 CEUs**)
- 2017 Jennifer Connlely: “Helping to Heal Wounds After a Genocide: A SANEs Journey to Rwanda”, Aug 23<sup>rd</sup>. Webinar (**1.0 Contact hours**)
- 2017 July 24<sup>th</sup> Kristina Korobov: “Testifying in Sex Trafficking Cases”, Webinar, (**1.0 contact hours**)
- 2017 July 19<sup>th</sup> –Eric Lombardi, D.O., “An Unusual Presentation of Acute Weakness” (1.0 Credit)
- 2017 “Stop Making It Hurt”, presented by Porter County Prosecutors Office, The Expo Center, Valparaiso, IN (June 23<sup>rd</sup>)
- 2017 April 14<sup>th</sup>, 27<sup>th</sup> Annual Forum on Child Abuse and Neglect-Trauma Informed Care, Marian Education Center, Crown Point IN (**5.5 contact hours**)
- 2017 Mar 21<sup>st</sup> “Alcohol and Sexual Assault”, Webinar, ICESA
- 2017 May 2<sup>nd</sup> TA Webinar Series: Informed Consent: It’s not just a signature, it’s a process” Online, Crown Point, IN (**1.5 hrs.**)
- 2016 International Association of Forensic Nurses: Forensic Nursing Science and Practices Denver, Colorado. ( **22 contact hours**)



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## CURRICULUM VITAE

- 2016 SAFE HUMAN TRAFFICKING: Dr. Kalyani Gopal, PhD, HSPP. SAFE (Sex Trafficking Awareness., Freedom and Empowerment) presentation (**1.0 CEUs, Michigan City**)
- 2016 ICESA: Breaking the Silence: Healing the Shame of Male Survivors of Sexual Victimization, Dr. Howard Fradkin. Keynote: Phil Saviano
- 2015 IC-IAFN Fall Forensic Conference, Indianapolis, IN (**6.1 contact hours**) Russel Strand keynote
- 2015 International Association of Forensic Nurses: Forensic Nursing Science and Practices Orlando, FL (**approx. 20 CEUs**)
- 2015 Advancing the Medical Role in Child Protection, Ivy Technical Institute, Valparaiso, IN (**3.75 CEUs**)
- 2015 Rural Trauma Team Development, Crown Point, IN (**8.25 contact hours**)
- 2015 “We Can’t Ignore It and Neither Should You” Domestic Violence, Merrillville, IN (**2.0 CEUs**)
- 2015 Training on Family and Domestic Violence: “Leave Your Normal at the Door”, (**4.0 contact hours**)
- 2015 Human Trafficking: An Educational Experience, Merrillville, IN (**4.0 contact hours**)
- 2014 IC-IAFN Fall Forensic Conference (**6.0 contact Hours**) Claudia Bayliff keynote
- 2014 Sept 12<sup>th</sup>-16<sup>th</sup> Turning Point, Pediatric SANE training, Clinton Township, MI (**50.0 hours**)
- 2014 July 22<sup>nd</sup> Indiana Chapter – International Association of Forensic Nurses: Tips for Testifying Presentation: Laurie Gray, J.D. (**1.5 hours**)
- 2013 IC-IAFN Conference, “Strangulation” Dr. Hawley (**2.0 contact hours**)
- 2013 SAFER SANE Training, St Joseph’s College, Rensselaer, IN (**40 Contact Hours**)
- 2013 Sexual Assault Cold Case Survivors and the Neurobiology of Trauma”, Rebecca Campbell PhD. University of Michigan, webinar, The National Center for Victims of Crime (**1.5 hours**)
- 2012 Forensic Investigations: Sexual Assault, Domestic Violence, Human Trafficking, Child and Elder abuse (**16.25 Contact Hours/ 8.0 hours trauma**)
- 2012 Domestic Violence: Conference, St. Margaret’s Hospital, Hammond, IN, (**3.5 hours**)
- 2012 “Profile of the Non-Stranger Rapist: Examining the Neurobiology of Trauma:” seminar, Indianapolis, IN (**5.5 hours**)
- 2012 “Effective Victim Interviewing”, webinar, EVAWI (**1.5 hours**)



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## CURRICULUM VITAE

- 2012 “Virginity Myths, Mystery, Madness”, webinar, IAFN (1 CEU)
- 2012 5<sup>th</sup> Annual Forensic Investigations: From Scene to Courtroom, Kansas City, MO
- 2012 January: Indiana SANE Protocols Update-New Castle, IN (7.5hours)
- 2011 4<sup>th</sup> Annual Forensic Investigations: Sexual Assault, Domestic Violence, Child and Elder Abuse...from scene to Courtroom, Kansas City, MO
- 2011 Jasper County Hospital-New Forensic Nurse Orientation-Forensic Exam-(5 hours)
- 2011 Forensic Investigations: Sexual Assault, Domestic Violence, Child and Elder abuse (17.5 contact hours/8.0 Trauma Hours)
- 2010 May 5<sup>th</sup> -6<sup>th</sup> Role of the Sexual Assault Nurse Examiner in Domestic Violence Cases  
Forensic Photography  
Domestic Violence-A Males Perspective  
Culture Compassion and Domestic Violence, Carmel, IN
- 2009 Forensic Investigations: Sexual Assault, Domestic Violence, Child and Elder abuse  
Kansas City, MO (15.0 approximate contact hours)
- 2009 Fort Wayne Sexual Assault Treatment Center- 40 hours clinical
- 2008 Fort Wayne Sexual Assault Treatment Center- 42 hours didactic
- 2008 Forensic Nursing: The Patient, the Crime Scene- Lafayette, IN (6.3 hours)
- 2005 Project Equality Training, CARE, Rensselaer, IN
- 2003 Counseling Victims of Sexual Trauma: Three Stages of Healing, Indianapolis, IN 2001-2008 Sexual Assault Advocate-volunteer hours

### Awards

- 2022 Northwest Indiana Influential Woman Award Healthcare Alumni
- 2021 Northwest Indiana Influential Woman Award-Healthcare category
- 2017 Indiana Coalition to End Sexual Assault, “Indiana’s Inspirational Leadership Award in Sexual Violence Prevention and Response”
- 2016 Nominated for the Spirit of Caring Award, American Nurse Today, American Nurses Association
- 2013 Indiana Coalition Against Sexual Assault (INCASA) Medical Professional of the Year Award, for dedication and service to victims of sexual violence.



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# CURRICULUM VITAE

## Presentations

- 2023 Jan 10<sup>th</sup>, “Forensic Examinations, What You Need to Know”, National Youth Advocacy Program, LaJornada, Valparaiso, IN (2.0 hrs. 40 attendees)
- 2022 Nov 14<sup>th</sup>, “When Children Talk...What you need to Know” Regional Department of Child Services (Managers), Lake County Department of Child Services, Gary, IN (40 attendees)
- 2022 Sept, “Forensic Examinations: What You Need to Know”, condensed version National Youth Advocacy Program, LaJornada, Valparaiso, virtual training (1.0 hr. approx. 60 attendees)
- 2022 Aug 4<sup>th</sup>, “Forensic Nursing: Looking Through a Different Lens”, VicTory Training Center, Gary, IN (middle school/high school students (1.75 hrs. 7 attendees)
- 2022 Jul 9<sup>th</sup>, Safe Kids Day, “Body Safety” and “What Care Providers Need to Know, Should Child Disclose”, North Judson, IN (over 200 attendees)
- 2022 Jun 6<sup>th</sup>, VicTory Training Center, “What is a Sexual Assault Exam”, Gary, IN (High school students- 2.0 hrs. 10 attendees)
- 2022 Apr 28<sup>th</sup>, EMS District 1: Sexual Assault Awareness Month: First Responders-Importance of Trauma Informed Care Approach, webinar (0.5 hrs. 70 attendees)
- 2022 Apr 23<sup>rd</sup>, Safe Kids Day, “Body Safety” and “What Care Providers Need to Know, Should Child Disclose”, Southlake YMCA, Crown Point, IN (over 700+attendees)
- 2022 Apr 14<sup>th</sup>, Discussion Panel: “Sexual Assault Challenges: What Happens Post Assault.... What you need to know”, Indiana University Northwest, Gary, IN (37 attendees)
- 2021 Nov 12<sup>th</sup>-14<sup>th</sup>, Indiana SANE Training Project, 2 Day Clinical Course, Instruction on Injury Identification and Forensic Documentation, Clinical Skills Lab: Comprehensive Medical Forensic Exam Evidence Collection, Matrix in Lafayette, IN (23 attendees)
- 2021 Nov 3<sup>rd</sup>, IPAC (Indiana Prosecuting Attorney Council) Sexual Assault Court Room Testimony Training: Direct Testimony and Cross Examination Testimony Do’s and Don’ts - Building Testimony Experience, IUPUC (5 hrs. approx. 200 attendees)



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## CURRICULUM VITAE

- 2021 Sept 15<sup>th</sup>, IUPUC SANE Training Course: History of Forensic Nursing and Evidence Collection” Columbus, IN (4 hrs.)
- 2021 Sept 14<sup>th</sup>, Sexual Assault/Domestic Violence: What First Responders Need to Know about Trauma Informed Approach to Victims of Violence” Crown Point EMS Academy, Burrell Center, Crown Point, IN (approx. 12 attendees)
- 2020 Oct 15<sup>th</sup>, NIHIMA, “Human Trafficking: A Community Conversation” virtual-online, approx. (approx. 300 attendees)
- 2019 Oct 11<sup>th</sup>, Health Information Management Conference, “Human Trafficking: Healthcare Community Response.” Saint Mary’s Medical Center, Auditorium (1.25 hrs. 81 attendees)
- 2019 Oct 7<sup>th</sup>, ICESA (Indiana Coalition to End Sexual Assault) Core 40, “Evidence Collection: What Is a S.A.N.E Nurse, Their Role and The Evidence Collection Process”, Fort Wayne, IN (2.0 hrs. approx. 40 attendees)
- 2019 Sept 26<sup>th</sup>, Center of Hope Forensic Services, Adult/Adolescent and Pediatric Referrals, Franciscan Physician Network, Munster, IN (1.75 hrs. approx. 15 attendees)
- 2019 Sept 9-13<sup>th</sup>, NWI Center of Hope Adult/Adolescent SANE Training, 40-hour didactic training, Multiple topics throughout the week, Marian Education Center, Crown Point, IN (11 attendees)
- 2019 Aug 22-23<sup>rd</sup>, Two Day Adult/Adolescent SAFE Clinical Skills Lab, “Human Trafficking: A Community Conversation” and “Courtroom Preparation”, University of Southern Indiana, Terre Haute, IN (19 attendees)
- 2019 Aug 19<sup>th</sup>, “Human Trafficking Healthcare Provider Awareness and Intervention Training”, Michigan City, IN (3.0 hrs. approx. 30 attendees)
- 2019 July 10<sup>th</sup>, “Human Trafficking, Sexual Assault and Child Abuse: Recognizing the Population at Risk”, Crown Point, IN (2.0 hrs. approx. 6 attendees)
- 2019 July 9<sup>th</sup>, “Sexual Assault Nurse Examiner: Response to Victims of Violent Crimes, Both Domestic Violence and Sexual Assault” Stepping Stones Women’s Shelter, Michigan City, IN (1.75 hrs. approx. 12 attendees)



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## CURRICULUM VITAE

- 2019 July 3<sup>rd</sup>, “Franciscan Health Center of Hope: Forensic Services and Populations at Risk For Human Trafficking” Rotary Club: Youche Country Club, Crown Point, IN (1.0 hrs. approx. 15 attendees)
- 2019 April 23<sup>rd</sup>, 911 Communications Lunch and Learn, Franciscan Health Coordinators, Lake County Government Bld, Crown Point, IN (1.0 hrs. approx. 50 attendees)
- 2019 Mar 18<sup>th</sup> -22<sup>nd</sup>, Saint Mary’s Medical Center SANE Training, multiple topics throughout week of training: History of Forensic Nursing, Physical Examination, Court Testimony, Neurobiology of Trauma, Specimen Collection, Drug Facilitated Sexual Assault, Hobart, IN (approx. 40.0 contact hrs. approx. 17 attendees)
- 2019 February 28<sup>th</sup>, “Adverse Childhood Experiences: Resiliency”, Hammond, IN (2.0 hrs. approx. 45 attendees)
- 2019 February 20<sup>th</sup>, Homeland Security Emergency Management Services, “Emergency Management Services Response to Sexual Assault: Understanding the Neurobiology of Trauma”, Logansport, IN (2.0 hrs. approx. 50 attendees- satellite webinar offered to multiple sites)
- 2019 February 19<sup>th</sup>, “What is a Sexual Assault Nurse Examiner? Understanding Their role.” Lake County Sexual Assault/Domestic Violence Task Force, Lake County Public Library. (1.0 hrs. approx. 17 attendees)
- 2019 January 15<sup>th</sup>, “Human Trafficking: Can You Spy What’s in Plain Site?”, Dyer, IN (1.5 hrs. approx. 20 + attendees)
- 2019 January 9<sup>th</sup>-10<sup>th</sup>, “Human Trafficking in Indiana: Considerations for Survivor-Centered Response and Referrals in A Healthcare Setting” IPATH (Indiana Protection of Abused and Trafficked Humans) (1.75 hrs. approx. 35 attendees)
- 2018 November 29<sup>th</sup>, Indiana Emergency Nurses Association, 2 Day SANE Clinical Training, Matrix, Lafayette, IN, “Medical Legal Photography” (approx. 20 attendees 1.5 hrs.)
- 2018 November 12-13, Griffith Police Department- Annual Training, YMCA Griffith, IN “Sexual Assault: What You Need to Know” (approx. 50 attendees. 1.25 hrs.)



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## CURRICULUM VITAE

- 2018 September 12<sup>th</sup>, Emergency Management Services- Paramedic Class, Franciscan Health Crown Point, “Sexual Assault: The Role of First Responders” (11 attendees 2.5 hrs.)
- 2018 September 12<sup>th</sup>, Franciscan Health, Hammond, Grand Rounds, “Human Trafficking in Indiana: Considerations for Survivor-Centered Response and Referrals in A Healthcare Setting” IPATH (Indiana Protection of Abused and Trafficked Humans) (1.75 hrs.)
- 2018 July 10<sup>th</sup>, Franciscan Health Crown Point, Marion Education Center, Evidence Collection Demonstration of a Sexual Assault Evidence Kit. Multi-disciplinary demonstration: Law Enforcement, Prosecutors, Nurses, Advocates all present. (47 attendees- 2.0 hrs.)
- 2018 March 12<sup>th</sup>, ICESA (Indiana Coalition to End Sexual Assault) Core 40 Advocacy Training, “Sexual Assault Evidence Collection, What to Expect”, Butler University, Indianapolis, IN (62 attendees 1.5 hrs.)
- 2018 February 20<sup>th</sup>, Lake County Domestic Violence/Sexual Assault Task Force, “What is a SANE? Do You Know Their Role?” Lake County Public Library, Merrillville, IN (approx. 20 attendees)
- 2018 January 23<sup>rd</sup>, SPIES Series- Franciscan Health Crown Point, “Human Trafficking A Community Conversation: Can You Spy What is Happening in Plain Sight?” Marion Education Center, Classroom A, Crown Point, IN. (48 attendees 2.5 hrs.)
- 2017 November 6<sup>th</sup>, ICESA (Indiana Coalition to End Sexual Assault) Core 40 Advocacy Training, “Sexual Assault Evidence Collection, What to Expect” Indiana University, Bloomington, IN (est. 30 attendees 1.5 hrs.)
- 2017 September 21<sup>st</sup> “Understanding the Body’s Response to Trauma and The Importance of Therapeutic Communication” Ivy Technical Institute, Crown Point, IN (20 attendees 2.5 hrs.)
- 2017 Aug 28<sup>th</sup> through Sept 1<sup>st</sup>, NWI Center of Hope SANE Training: Multiple Sessions and clinical sessions. (42.8 hours)
- 2017 May 28<sup>th</sup> ICESA (Indiana Coalition to End Sexual Assault) Core 40 Advocacy Training. “Sexual Assault Evidence Collection, What to Expect”, Ivy Court Suites, South Bend Indiana (25 attendees- 1.5 hours)
- 2017 May 19<sup>th</sup> “What is a Forensic Nurse”, Career Day, John Wheeler Middle School,



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## CURRICULUM VITAE

Crown Point, IN (3.0 hrs. approx. students 967)

- 2017 Apr 4<sup>th</sup>, “What Happens When I Report?” Discussion Panel, Indiana University Northwest, Gary, IN (15 attendees- multidisciplinary panel-2.0 hrs.)
- 2017 Mar 1<sup>st</sup> “What You Need to Know-Sexual Assault”, Northwest Indiana Law Enforcement Academy, Hobart, IN (1.0 hrs. 24 attendees)
- 2016 Nov 16<sup>th</sup> ICESA Core 40 Advocacy Training- Sexual Assault Evidence Collection kit.... SANEs role. Indianapolis, IN (1.5 hrs. approx. 100)
- 2016 Oct 19<sup>th</sup> Emergency Physicians Symposium- for Physicians and Residents- Evidence Collection, Hammond, IN (1.5 hrs. 45 attendees)
- 2016 Oct “Understanding the Neurobiological Response to Trauma and The Importance of Therapeutic Communication Skills”, IVY Technical Institute, Crown Point Indiana (approx. 26 attendees 2.0 hrs.)
- 2016 Sept “EMS Response to Sexual Assault” Burrell Education Center, Crown Point, IN (approx. 12 attendees 2.25hrs)
- 2016 May 20<sup>th</sup> “What is a Forensic Nurse”, Career Day, John Wheeler Middle School, Crown Point, IN (approx. students 947)
- 2016 Apr 29<sup>th</sup> “Forensic Nursing.....Sexual Assaults”, Purdue North Central Campus, Westville, IN (2.0hrs 45 attendees)
- 2016 Apr 4<sup>th</sup> Indiana Law Enforcement Academy, “Sexual Assault Forensic Exam: Know Your Role”, Northwest Indiana Law Enforcement Academy (NILEA), Hobart, (2.0 hrs. 33 attendees)
- 2015 Dec 22<sup>nd</sup> “Forensic Evidence Collection: The Kit” Munster, Indiana (10 participants)  
“Forensic Tips to Remember....” Munster, Indiana (10 participants)
- 2015 Nov 30<sup>th</sup> Indiana Law Enforcement Academy, “Sexual Assault Forensic exam: Know your role”, Lake County Sheriff’s Department, Government Center Training Room, Crown Point, IN



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## CURRICULUM VITAE

- 2015 Oct 21<sup>st</sup> “EMS Response to Sexual Assault”, Burrell Center Classroom B, Crown Point, Indiana. (EMS students approx. 15)
- 2015 Aug 18<sup>th</sup> “Sexual Assault: What you Need to Know...Keeping it Simple” Purdue Northwest Resident Assistants, Hammond, IN (25 attendees)
- 2015 Jul 31<sup>st</sup>, “Do You Know the Signs of Elder Abuse?”, S.A.F.E.R S.A.N.E. Training, St. Joseph’s College, Rensselaer, IN (30 attendees)
- 2015 Jul 30<sup>th</sup> “Menopause and Genital Changes”, S.A.F.E.R S.A.N.E. Training, St Joseph’s College, Rensselaer, IN (30 attendees)
- 2015 Jul 30<sup>th</sup> Mock Trial, Jasper County Court House, Rensselaer, IN (30 attendees)
- 2015 Jul 29<sup>th</sup> “Drug Facilitated Sexual Assault....What you need to know”, S.A.F.E.R S.A.N.E. Training, St Joseph’s College, Rensselaer, IN (30 attendees)
- 2015 Jun 18<sup>th</sup> “Triaging the Sexual Assault Patient”, New Emergency Room Nurse Orientation. St. Margaret Mercy, Franciscan Alliance, Hammond, IN (1.5 hours) (approx. 15)
- 2015 Jun 16<sup>th</sup> “What is a Forensic Exam?” Fair Haven Sexual Assault Treatment Center for Women, Highland, IN Advocacy training. (approx. 12 attendees)
- 2015 Apr 30<sup>th</sup>, “SANE: Who is S.A.N.E.” Purdue North Central, Nursing Students, Westville, IN, (approx. 35)
- 2015 Apr 10<sup>th</sup> “Forensic Nursing Tips” Northwest Indiana Regional Emergency Department Skills Day, Michigan City, IN (approx. 70)
- 2015 Apr 2<sup>nd</sup> “SANE: Who is S.A.N.E.” Purdue Univ Calumet, Nursing Students, Hammond, IN (approx. 50)
- 2015 Mar 30<sup>th</sup> “Forensic Nursing Tips” Northwest Indiana Regional Emergency Department Skills Day, Crown Point, IN (approx. 57)
- 2015 Mar 5<sup>th</sup> “SANE Exam: Head to Toe” Advocacy Training, Crown Point, IN (approx. 11)



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## CURRICULUM VITAE

- 2015 Jan 22<sup>nd</sup> Title IX Seminar, “Campus Sexual Assault: Preventative Steps and Post Assault Steps and Resources Available”, Purdue Calumet, Hammond Campus (approx.)
- 2015 Jan 20<sup>th</sup> Title IX Seminar, “Campus Sexual Assault: Preventative Steps and Post Assault Steps and Resources Available”, Purdue Calumet, Hammond Campus (approx. 60)
- 2015 Jan 16<sup>th</sup> Title IX Seminar, “Campus Sexual Assault: Preventative Steps and Post Assault Steps and Resources Available”, Purdue Calumet, Hammond Campus (approx. 60)
- 2015 Jan 15<sup>th</sup> Title IX Seminar, “Campus Sexual Assault: Preventative Steps and Post Steps and Resources Available”, Purdue Calumet, Hammond Campus, (approx. 48)
- 2015 Jan 6<sup>th</sup> Title IX Seminar, M/W Basketball “Campus Sexual Assault: Preventative Steps and Post Assault Steps and Resources Available”, Purdue Calumet, Hammond Campus (approx. 20)
- 2014 Dec 11-12<sup>th</sup> “Forensic Nursing: Did you know....” Purdue North Central Nursing Students, Westville, IN (45 students)
- 2014 Oct “Sexual Assault Exam: The Role of the Advocate”, Stepping Stones Women’s Shelter, Michigan City (1.5 hours 10 attendees)
- 2014 Sept 4<sup>th</sup> “EMS Response: Helping us do the math” Burrell Classroom-A St Anthony Medical Center (1.5 hours 10-15 attendees)
- 2014 Aug 27<sup>th</sup> “The Sexual Assault Patient...” NIR ER New Nurse Orientation, Chesterton, IN (1.25 hours 8 attendees)
- 2014 June 10<sup>th</sup> “Forensic Nursing: The importance of Documentation”, Chesterton, Community Room –Franciscan Alliance ER (7 participants 2 hours)
- 2014 May 20<sup>th</sup> “Strangulation” Porter County Expo Center, Valparaiso, IN (200 attendees: prosecutors, law enforcement, advocacy)
- 2014 May 1<sup>st</sup> “What Does a Forensic Nurse Do” (interactive demonstration of evidence collection with IN evidence collection kit) Purdue North Central Campus, Westville, IN 38 nursing students (2.0 Hours)



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## CURRICULUM VITAE

- 2014 Mar 27<sup>th</sup> “What Does a Forensic Nurse Do” (interactive demonstration of evidence Collection with IN evidence kit) Purdue Calumet Campus, Hammond, IN  
30 nursing students (2.0 hours)
- 2014 Feb 27<sup>th</sup> “What you need to know – How to Triage a Sexual Assault Patient” St Margaret’s Hospital, Hammond, IN (1.0 hours)
- 2014 Feb 19<sup>th</sup> “Advocacy-The Role of the Advocate during a Forensic Examination” Stepping Stones Women’s Shelter, Michigan City, IN (2.0 hours)
- 2013 Oct 31<sup>st</sup> “Forensic Nursing- Just what is a Forensic Nurse Examiner...” Purdue Calumet, Hammond, Indiana. (2.0 hours)
- 2013 Oct 24<sup>th</sup> “EMS Response to the Sexual Assault Patient”, Burrell Classroom-A St Anthony Medical Center (1 hour)
- 2013 Oct 16<sup>th</sup> “EMS Multi-disciplined response to Sexual Assault”, Burrell Classroom –B, St. Anthony Crown Point Emergency Medical Services Students. (1.5 hours)
- 2013 Aug 14<sup>th</sup> “SANE Scope of Practice: Evidence Collection and Forensic Documentation” Hobart Hub Training Station-Lake County Prosecutors, Detectives, Hobart, IN (2.25 hours)
- 2013 Aug 8<sup>th</sup> “Evidence Collection,” SAFER SANE Training, Richard Scharf Fieldhouse, Rensselaer, IN (1.75 hours)
- 2013 June “Triaging the Sexual Assault Patient”, New Emergency Room Nurse Orientation, St. Anthony, Franciscan Alliance, Hammond, IN (1.5 hours)
- 2013 May “Triaging the Sexual Assault Patient”, New Emergency Room Nurse Orientation, St. Anthony, Franciscan Alliance, Chesterton/Michigan City, IN (1.5 hours)
- 2013 Apr “Forensic Evidence Collection and the Role of the Forensic Nurse”, Purdue North Central Campus, Westville, IN (3.0 hours)
- 2013 Apr “Triaging the Sexual Assault Patient”, New Emergency Room Nurse Orientation, St. Margaret’s, Franciscan Alliance, Hammond, IN (1.5 hours)
- 2013 Mar “Triaging the Sexual Assault Patient”, New Emergency Room Nurse Orientation,



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## CURRICULUM VITAE

- St. Margaret's, Franciscan Alliance, Hammond, IN (1.5 hours)
- 2013 Feb "Triaging the Sexual Assault Patient", New Emergency Room Nurse Orientation, St James Hospital, Franciscan Alliance, Olympia Fields, IL (1.5 hours)
- 2012 Dec "SANE curriculum/didactic Review", St. Margaret's Franciscan Alliance, Hammond, IN (7.0 hours)
- 2012 Nov "The Forensic Nurse" Purdue North Central-Nursing Students, Westville, IN (1.75 hours)
- 2012 Oct "Forensic Documentation-No Exceptions" St. Anthony, Franciscan Alliance, Michigan City, IN (4.5 hours)
- 2012 Oct "Forensic Nurse-Scope of Practice" Emergency Room Physicians, St. Anthony Medical Center, Crown Point, IN (30 mins)
- 2012 Oct "Triage-The Sexual Assault Patient and the Role of the SANE Nurse" New Emergency Room Nurse Orientation, St. Margaret's Hospital, Hammond, IN (1.25 hours)
- 2012 Oct "The Medical/Forensic Exam" Franciscan Alliance, Chesterton, IN (3.25 hours)
- 2012 Sept "Advocacy-Roles and Responsibility in Response to Sexual Assault" Saint Joseph's College, Rensselaer, IN (assisted with SART development on campus) (3.0hours)
- 2012 Sept "Forensic Documentation and Equipment" Health Occupation, KV High School Students, Jasper County Hospital, Rensselaer, IN (1.5 hours)
- 2012 Aug "Advocacy-Advocate/SANE roles" St. Margaret's Hospital, Franciscan Alliance, Hammond, IN (4 hours)
- 2012 Aug "Take Off Your Coat, Stay Awhile" Information Session for Student Athletes, Saint Joseph's College, Rensselaer, IN (30 mins)
- 2012 Aug "You Think You Know.....the Facts" Freshmen Orientation, Saint Joseph's College, Rensselaer, IN (30 mins)



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## CURRICULUM VITAE

- 2012 May “The Jacket”, with Drug Free Jasper County, Tri County High School, Remington, IN (30 mins)
- 2012 May “Don’t be a Statistic”, with Drug Free Jasper County, West Central High School, Francesville, IN (30 mins)
- 2012 Apr “The Sexual Assault Advocate - Roles and Responsibilities” S.A.F.E.R-Jasper County Hospital, Rensselaer, IN (1.5 hours)
- 2011 Nov Discussion- Rape Trial-re-victimization (Lake County, IN) Court Testimony Prosecution/Defense roles/approaches (2.5 hours)
- 2011 Oct “The Kit”, S.A.F.E.R-Jasper County Hospital, Rensselaer, IN (5 hours)
- 2011 Aug Sexual Assault Awareness/Preparedness- Information Session for Student Athletes, Saint Joseph’s College, Rensselaer, IN (30 mins)
- 2011 Aug “Sexual Assault-Facts”, with Drug Free Jasper County, Freshmen Orientation, Saint Joseph’s College, Rensselaer, IN (30 mins)
- 2011 July “The Kit”, S.A.F.E.R-Jasper County Hospital, Rensselaer, IN S.A.N.E. competency testing (1 hour)
- 2011 July “The Sexual Assault Advocate - Roles and Responsibilities” S.A.F.E.R-Jasper County Hospital, Rensselaer, IN (1.5 hours)
- 2011 June “EMS-First Responders Roles and Awareness”, Kats Ambulance Service, Rensselaer, IN (30 mins)
- 2011 May “Good Decision Making-Sexual Assault Awareness”, with Drug Free Jasper County, Kankakee Valley High School, Wheatfield, IN (30 mins)
- 2010 Aug Sexual Assault Awareness/Preparedness- Information Session for Student Athletes, Saint Joseph’s College, Rensselaer, IN (30 mins)
- 2010 Aug “Sexual Assault-Facts”, with Drug Free Jasper County, Freshmen Orientation, Saint Joseph’s College, Rensselaer, IN (30 mins)



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## CURRICULUM VITAE

- 2010 May “The Sexual Assault Advocate - Roles and Responsibilities” S.A.F.E.R-  
Jasper County Hospital, Rensselaer, IN (2.5 hours)
- 2010 April “Things You Should Know.... Good Decision Making” with Drug Free Jasper  
County, Rensselaer Central High School, Rensselaer, IN (30 mins)
- 2010 April “Things You Should Know...Good Decision Making” with Drug Free  
Jasper County, Tri County High School, Remington, IN
- 2010 Jan “The Kit”, Saint Anthony’s Medical Center, Emergency Room Staff,  
Crown Point, IN (1.25 hours)
- 2009 Sep “The Sexual Assault Advocate - Roles and Responsibilities” S.A.F.E.R-  
Jasper County Hospital, Rensselaer, IN
- 2009 Aug Sexual Assault Awareness/Preparedness- Information Session for Student  
Athletes, Saint Joseph’s College, Rensselaer, IN
- 2009 Aug Sexual Assault-Facts”, with Drug Free Jasper County, Freshmen Orientation,  
Saint Joseph’s College, Rensselaer, IN
- 2009 May “Forensic Nursing-Sexual Assault Awareness”, Rensselaer Central High School  
Rensselaer, IN
- 2009 April “Forensic Nursing-Sexual Assault Awareness”, Tri County High School,  
Remington, IN
- 2009 April Candle- Light Vigil-Guest speaker “Glimmer of Light”, S.A.F.E.R, Rensselaer,  
IN

### **OTHER**

- Recently selected as Chair of Indiana ENA (Emergency Nurses Association Forensic Subcommittee)- Forensic Nurse Didactic Training Committee, responsible for developing standardized, in-person training curriculum to be available for Registered Nurses across the state of Indiana.
- Currently updating the Adult/Adolescent Indiana Medical Forensic Guidelines with a select group of content expert/clinicians from around the state.



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## CURRICULUM VITAE

- Worked with Riley's Children's Hospital, Indiana ENA, Indiana State Department of Health, The Indiana SANE Training Project to develop and establish Pediatric Medical Forensic Sexual Assault Evidence Collection Guidelines for the State of Indiana.
- Worked with Indiana Coalition to End Sexual Assault and Indiana Emergency Room Nurses Association Forensic Subcommittee, select individuals across the state to update and develop the State of Indiana Medical Forensic Examination Guidelines.
- Selected to be an adjunct instructor for the Indiana SANE Training Project. Travel around state to designated training locations and provide lecture/clinical instruction to new Forensic Nurse Examiners.
- Collaborating with Emergency Nurses Association, member Barb Bachmeier, FNE (Forensic Nurse Examiner) to identify and establish clinical training sites here in Northwest Indiana.
- Organized and conducted Forensic Courtroom Testimony Training in Northwest Indiana, working with Indiana SANE Training Project and the Indiana Emergency Nurse Forensic subcommittee members
- Organized and conducted NWI Center of Hope SANE Training, Marion Education Center, Crown Point Indiana, August 2017 and 2019. Presentations, clinical skills/demonstrations and mock trial were key components to training.
- Created and developed Pediatric Forensic Chart for facility
- Worked with Lake County SART team, developed pilot program for new police recruits and veteran officers on Neurobiology of Trauma and Sexual Assault. Education implemented April 2016 at the Northwest Indiana Law Enforcement Academy.
- Initiated and assisted with the planning and organization of mock trial offered at Indiana University Purdue University school of Law, to facilitate training and education to forensic nurses and registered nurses interested in continuing education and assistance preparing for court testimony
- Provide consulting services to physicians/medical staff and attorneys



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## CURRICULUM VITAE

- Title IX compliance and education provided to college campus to Purdue Calumet, Hammond, IN to Resident Assistants as well as student athletes
- Actively working on educational module on sexual assault forensic evidence collection to be incorporated at the Indiana Law Enforcement Academy for veteran training
- Initiating and implementing SANE Call schedule and protocols for multiple facilities
- Organize monthly SANE meetings for SANE staff and quarterly for identified SANE Leads
- Grant writing experience and statistical reporting for program quarterly and annually
- Received over \$1 million in grant dollars for programing, equipment and training over the last 8 years.
- Precepted SANE nurses in 4 Lake County facilities, 2 in LaPorte/Porter County facilities
- Participate actively on Lake Co, IN, LaPorte Co, IN, Jasper Co, IN and assisting with initiation of Porter County, IN Sexual Assault Response Teams (NOTE: Multi county participation as 6 Franciscan Alliance facilities exist in 2 counties)
- Created and implemented peer chart audits for Franciscan Alliance NIR facilities
- Responsible for the development and updating of Franciscan Alliance Northwest Indiana Regional facilities policies
- Conduct monthly chart reviews with Northwest Indiana Regional SANE staff for training purposes
- Organize and conduct mock exams-various scenarios to maintain staff competencies
- Created forensic nurse competencies for active members of S.A.F.E.R. (Sexual Assault Response Team), Jasper County Hospital, Rensselaer, IN as well as Franciscan Alliance NIR facilities.
- Organized and assisted with program fundraising-S.A.F.E.R. Jasper County Hospital, Rensselaer, IN until August 2013



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## CURRICULUM VITAE

- Participated in peer chart audits at Jasper County Hospital, Rensselaer, IN
- Performed chart audits on medical/forensic exams at St. Elizabeth Regional Health, Lafayette, IN
- Maintained advocate training proficiencies to ensure scheduling/competencies, Jasper County Hospital, Rensselaer, IN
- Preceptor/resource for forensic nurse orientees as well as sexual assault advocates, for Northwest Indiana Franciscan Health Facilities and community partners

### **Professional Affiliations**

2020-Present Northwest Indiana Influential Women Association  
2018-Present Academy of Forensic Nursing Organization  
2016 SAFE Human Trafficking  
2015-Present Indiana Coalition to End Sexual Assault-Human Trafficking  
2015 Indiana Chapter President of the International Association of Forensic Nurses  
2013-2016 Indiana Chapter of the International Association of Forensic Nurses  
2013-2014 International Association of Forensic Nurses: President Elect 2014  
2013-present Emergency Nurse Association: Forensic Nurse Subcommittee participant  
2009-Present International Association of Forensic Nurses  
2001- 2013 S.A.F.E.R.-Sexual Assault Forensic Examiner/Education Resource  
2007 Indiana State Nursing Association

### **Licensure and Certificates**

- ◆ Registered Nurse (RN), IN 2023-Oct
- ◆ Cardiopulmonary Resuscitation (CPR) 09/2024
- ◆ Advanced Cardiac Life Support (ACLS) 10/2024
- ◆ Pediatric Advanced Life Support (PALS) 10/2024
- ◆ Trauma Nurse Core Course (TNCC)- 2024
- ◆ Emergency Nurse Pediatric Certified (ENPC) 5/2022
- ◆ Sexual Assault Nurse Examiner (SANE) since 2009



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## CURRICULUM VITAE

- ◆ SANE-A (Adolescent/Adult) Board Certified since 2010
- ◆ Pediatric SANE since 2014
- ◆ SANE-P (Pediatrics) Board certified since 2020
- ◆ Investigating Strangulation, certificate of completion 2/19/2016
- ◆ Advanced Strangulation Training-Certified 6/2019

### **As a Sexual Assault Nurse Examiner:**

- ◆ Provide victim centered and trauma- informed care to victims of sexual violence across the life span.
- ◆ Conducted over 500 forensic exams as a forensic clinician (SANE/SANE-A/SANE-P), not including precepted exams and mock exams for multiple facilities in Indiana.
- ◆ Reviewed more than 1000 forensic exam charts and documentation, to include forensic photography on adult/adolescent and pediatric cases from 2012-current
- ◆ Consult physicians, nurse practitioners, physician assistants, medical staff (registered nurses) and attorneys on forensic examinations
- ◆ Provide court room testimony and expert witness testimony
- ◆ Review current literature for journal articles pertaining to sexual assault and forensic nursing
- ◆ Provide education to communities and professionals on sexual assault prevention, care and services available to victims of violence across the life span



**From:** [Terry Barczak](#)  
**To:** [Ficker, George P](#)  
**Subject:** FW: Data Board  
**Date:** Monday, February 27, 2023 1:09:02 PM

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## Council Item D

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**From:** Rose Koliboski <kolibrm@lakecountyin.org>  
**Sent:** Monday, February 27, 2023 1:06 PM  
**To:** Terry Barczak <barczta@lakecountyin.org>; Cheri Aukseck-Sliwa <aukseck@lakecountyin.org>  
**Subject:** Data Board

To date Commissioner Repay remains on the Data Board for 2023. Couldn't remember if I sent this.

Rose Koliboski  
Assistant to L.C. Attorney, Matthew N. Fech  
2293 N. Main Street  
Crown Point, Indiana 46307  
O: (219) 755-3207  
F: (219) 648-6138  
Email: [kolibrm@lakecountyin.org](mailto:kolibrm@lakecountyin.org)



## **Terry Barczak**

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**From:** Rose Koliboski  
**Sent:** Friday, January 20, 2023 10:31 AM  
**To:** Cheri Auksei-Sliwa  
**Cc:** Terry Barczak  
**Subject:** Data Board Appointment

Good Morning Cheri:

The BOC deferred their appointments. Therefore, whomever was appointment last year will remain there until further notice. Hopefully they will make their appointments at their February meeting.

Rose Koliboski  
Assistant to L.C. Attorney, Matthew N. Fech  
2293 N. Main Street  
Crown Point, Indiana 46307  
O: (219) 755-3207  
F: (219) 648-6138  
Email: kolibrm@lakecountyin.org



**From:** [Thomas C. O'Donnell](#)  
**To:** [Ficker, George P](#)  
**Subject:** Agenda Addition  
**Date:** Tuesday, February 28, 2023 12:53:53 PM

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George:

Would you please add under the County Council section of the agenda a discussion topic of "Extension of Ice Miller Lobbying Contract" and show the sponsor as Councilman Bilski? Thanks.

Tom O'Donnell  
Attorney for the Lake County Council

**Thomas C. O'Donnell**  
**O'Donnell Law Group**  
322 Indianapolis Boulevard Suite 202  
Schererville, IN 46375  
(219) 922-1010

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February 22, 2022

WRITER'S DIRECT NUMBER: (317) 236-2257  
Email: THOMAS.JORGENSEN@MILLER.COM

**CONFIDENTIAL ATTORNEY/CLIENT PRIVILEGED COMMUNICATION**

Mr. Ted Bilski, Council President ([tedbilski83@gmail.com](mailto:tedbilski83@gmail.com))  
Mr. Christian Jorgensen, Councilor ([jorgensen@dresslerpeters.com](mailto:jorgensen@dresslerpeters.com))  
Lake County Council  
2293 N. Main Street  
Crown Point, IN 46307

**RE: Letter of Engagement of Ice Miller LLP**

Dear Ted and Christian:

We are pleased you have asked us to serve as your legislative counsel to handle the engagement described in this letter and appreciate the opportunity to serve you. Please take a moment to review this letter (and the enclosed standard Ice Miller terms and conditions) to confirm our mutual understanding regarding your retention of Ice Miller, the scope of the engagement and the basis on which we will provide legal services to you. Please let us know if there is anything you do not understand or would like to discuss changing.

**Client and Nature and Scope of the Relationship**

We understand that we will be providing legislative counsel services to the Lake County Council (the "Council") with respect to legislation during the 2022 General Assembly and thereafter. We have agreed that our engagement is limited to performance of services related to this matter. Except to the extent otherwise specifically agreed and confirmed by us in writing, this engagement does not extend to advice or representation concerning or relating to compliance with federal or state securities laws, including appearing or practicing before the U.S. Securities and Exchange Commission (the "SEC") or your disclosure obligations under such laws, and we understand that you will not, without our prior written consent, include documents we provide to you in any filings with federal or state securities regulators, including the SEC. We may agree with you to further limit or to expand the scope of our representation from time to time, provided that any such change is confirmed by us in writing. No other party is being represented by us or intended to be benefited by our representation. Please understand that while we cannot, and do not, guarantee the outcome or success of this or any other engagement or professional undertaking, we will earnestly strive to represent and serve your interests in this engagement effectively, efficiently, and responsibly while endeavoring to accomplish your objectives in this engagement.

● Our engagement is for legal services, and it is understood that you are not relying on us for business, investment or accounting advice or decisions, nor to investigate the character or credit of any person with whom you may be dealing in connection with this matter.

4854-1916-0848.1



Mr. Ted Bilski  
Mr. Christian Jorgensen  
February 22, 2022  
Page 2

I will be the primary contact as to this relationship with Ice Miller LLP. Any questions or concerns that may arise in this regard may always be directed to me. Lesa Dietrick will also provide services on the engagement.

**Compensation; Other Important Terms and Conditions**

Fees charged for work performed are based on the time expended and other factors covered by the Rules of Professional Conduct. We would propose a flat fixed fee arrangement for our services provided by our Public Affairs Group ("PAG").

Based upon the nature and scope of this project as we understand it, our fixed fee for the services for the remainder of the Indiana General Assembly (March 31, 2022) will be Fifteen Thousand Dollars (\$15,000.00). Thereafter, you will pay us forty-eight thousand dollars (\$48,000.00) a year in monthly installments of Four Thousand Dollars (\$4,000.00) a month for legislative tracking and lobbying commencing on April 1, 2022 and continuing through March 31, 2023. This agreement shall renew for 12-month terms thereafter on every April 1, unless terminated by either party. Either party may terminate this agreement upon 30 days' notice and full payment of all accrued fees. In either case, you agree that the fee due for the 2022 General Assembly Session is due upon contract acceptance.

In addition to fees that we charge for our legal services, we also charge for ancillary services and expenses. Such charges and expenses may include long distance telephone charges, photocopying, facsimile transmission, computer research, mileage, travel expenses and other similar charges specifically applicable to the engagement. Our charges and expenses for such ancillary services are pursuant to a schedule of charges, as the same is revised from time to time. A copy of current charges and expenses is available to you upon request.

Ice Miller's standard Terms and Conditions of Engagements for Legal Services are enclosed. These terms and conditions, which cover various other aspects of this engagement, are important and are to be read as part of this letter, as they apply to this engagement to the same extent as if they were typed as part of this letter. Unless a different engagement letter is executed in the future, the basic terms of this engagement letter will also be applicable to, and govern our professional relationship on any subsequent matters, on or in which we may become involved or engaged on your behalf.

**Acceptance**

We hope that this letter and the enclosed Terms and Conditions are helpful and accurately state the scope of the representation agreed upon. We intend to provide legal services based on this letter, and will assume that this letter accurately reflects our mutual agreement (regardless of whether you sign and return this letter to us), unless you promptly notify us in writing to the contrary. If you have any questions or wish to discuss any portion of this letter, please call me.



Mr. Ted Bilski  
Mr. Christian Jorgensen  
February 22, 2022  
Page 3

Otherwise, please confirm for our records your acceptance of these terms and conditions by signing the copy of this letter in the space provided and return the same to me.

Sincerely yours,

ICE MILLER LLP



Thomas A. John

Acknowledged and Agreed:

LAKE COUNTY COUNCIL

Date: MARCH 1, 2022

  
\_\_\_\_\_  
Mr. Ted Bilski, Council President

Enclosures: Terms and Conditions of Engagements for Legal Services  
cc: Accounting Department



## ICE MILLER LLP

### Terms and Conditions of Engagements for Legal Services

Ice Miller LLP has prepared this statement of the terms and conditions that are generally applicable to its legal services representations of its clients, in the absence of an express agreement specifically to the contrary. These terms and conditions, together with the letter or other document that references them, are the Terms and Conditions applicable to our engagement by you. When used in this document, "we" or "us" or "our" and similar terms refer to Ice Miller LLP, a limited liability partnership, and "you" or "your" and similar terms refer to the person or persons specifically identified in this statement as the client or clients of Ice Miller LLP.

#### **Our Responsibilities**

We are responsible to provide legal services to you in accordance with these Terms and Conditions and with our express understandings with you concerning the nature and scope of our representation.

#### **Your Responsibilities**

You are responsible for paying our statements for services and expenses. You also are responsible for being candid and cooperative with us and for keeping us informed with complete and accurate information, documents and other communications relevant to the subject matter of our representation or otherwise requested by us. Because it is important that we be able to contact our clients at all times in order to consult with them regarding our representation, we expect that you will inform us, in writing, of any changes in the name, address, telephone number, contact person, e-mail address, state of incorporation or other relevant changes regarding you and your business or affairs. If you affiliate with, acquire or your company is acquired by or merged with another company, you will provide us with sufficient notice to permit us to withdraw as your attorneys if we determine that such an affiliation, acquisition or merger creates a conflict of interest between any of our clients and the other party to such affiliation, acquisition or merger, or if we determine that it is not in the best interests of the Firm with respect to the resulting association with the new entity. Your failure to communicate and cooperate with us in these respects could have an adverse effect on our ability to effectively and efficiently represent your interests in this matter and may require that we suspend the rendition of further services in respect of or entirely withdraw from this engagement.

#### **Client(s) Represented**

The client or clients for this engagement are as specifically identified in the engagement letter. Our client(s) do not include natural persons or entities that are not identified as a client in the engagement letter. For clients that are companies, unless otherwise specified or agreed, this does not include individuals or persons who are shareholders, partners, members or owners of the Council, or its officers, directors, managers or other representatives, or family members, nor does it include affiliates of the Council. Our representation of you for the matter described in the engagement letter does not give rise to a lawyer-client

relationship with any such other individual, person or affiliate. Accordingly our representation of you will not give rise to a conflict of interest in the event other clients of ours are or become adverse to any such other individual, person or affiliate. For clients that are trade associations or other group-type organizations, our clients would not include their members or other constituents.

#### **How We Will Work For You**

We provide services to you through our attorneys and other professionals. We will designate a mutually agreeable partner whom you may contact should you have any questions or concerns at any time about our representation of you or your interests. You will keep us advised of the name(s) and contact information of the person(s) who are authorized to instruct us as to the performance of our legal services for you.

Our engagement is for legal services. While from time to time we may share with you as part of our legal advice information and insights based on our experience with respect to certain market, industry or business practices, structures, or the like, it is understood that you will be solely responsible for determining the extent to which other professional services and advice are obtained and for making all decisions concerning business, investment and accounting matters. In addition, it is understood that we will not have any responsibility to investigate the character or credit of any person with whom you may be dealing in connection with any matter directly or indirectly related to our engagement.

#### **How We May Communicate With You**

Unless you instruct otherwise in writing, we may communicate with you using unencrypted e-mail, facsimile transmission and cellular telephone with the understanding that these methods carry an inherent risk of interception.

#### **About Our Fees**

We will charge you fees based upon the time expended and other factors applicable to legal fees that are specified by applicable professional rules and standards. Unless otherwise specifically agreed, our fees are based on our hourly rates as applied to the amount of time that we expend in providing services. Our base hourly rates for work



performed by our attorneys, absent special engagements or circumstances, are established effective January 1 of each calendar year. Hourly rates may change periodically without prior notice to clients, typically after the end of each calendar year, but a current schedule for anyone working on your engagement is available at any time upon request.

Payment of our fees and other charges is in no way contingent on the outcome of any matter, unless and to the extent that there is a mutual written agreement to the contrary.

#### **Other Charges and Expenses**

Our charges for ancillary services and expenses, such as photocopying, computer research, electronic data discovery services, mileage, travel expenses and other similar charges are pursuant to a schedule of charges and expenses, as the same is revised from time to time, a copy of which is available to you upon request.

#### **Estimates**

The total amount of fees and costs relating to this matter are difficult to predict. Accordingly, we have made no commitment to you concerning the maximum fees and costs that will be necessary to resolve or complete this matter. If requested to provide an estimate of our fees for a given matter, we will endeavor in good faith to provide our best estimate, but unless there is a mutual written agreement to a fixed fee, the actual fees incurred on any project will likely differ from the estimate.

#### **Billing Procedures**

Unless we agree to an alternative billing arrangement, you will receive a statement on a monthly basis for services rendered, and for costs and other charges posted to your account, in the prior month. Payment is due upon receipt of our billing statement or within 30 days thereafter. If your account becomes more than 30 days past due, our Billing and Collection Committee will decide whether additional legal work will be performed while the account remains past due, taking into account obligations we owe to you under applicable professional conduct rules. While we typically do not charge interest on past due amounts, we reserve the right to charge interest on any amount invoiced that remains unpaid after 30 days at the rate of 1% per month until paid in full, plus all costs of collection (including reasonable attorneys' fees). Any questions or disagreements should be brought to our attention in writing within 60 days of the billing date.

#### **Retainers**

As a matter of standard practice for new clients and/or new matters, we typically request a retainer deposit before we begin work, and we may request retainers or additional retainers from time to time with respect to existing clients and existing matters. Unless there is a mutual written agreement to the contrary, we will hold any such retainers in

our firm's agency account until disbursed in accordance with these terms and conditions or other mutual written agreement. We may apply funds held as retainers to any past due account balance of your account. We will return any unapplied excess of your retainers to you within a reasonable period of time following the conclusion of the related engagement. Unless we determine in our discretion to apply all or a portion of the retainers sooner, we will apply the retainers to the final invoice for the related engagement. If we determine for any client or matter to initially waive the required retainer deposit, we nonetheless reserve the right at a later date to require a retainer deposit if conditions concerning either the extent or nature of the matter in our discretion so warrant, or should our statements not be timely paid as expected.

#### **Your Consent to Future Conflicts of Interest**

You are aware that the Firm has grown geographically and represents many other entities and individuals. Thus, during the time that we are representing you, some of our present or future clients may have disputes or transactions with you or other interests that may be adverse to yours. As part of this engagement, you agree that we may undertake in the future to represent existing or new clients in any matter that is not substantially related to any matter as to which we have represented or advised you, even if the interests of such clients in those other matters are directly or indirectly adverse to yours, and you agree not to disqualify our Firm for those conflicting representations. Of course, we agree that we will keep confidential any information of a nonpublic nature provided to us as a result of our representation of you. You acknowledge that we may obtain confidential information as a result of our representation of other clients that might be of interest to you but for the same reasons cannot be shared with you.

#### **Document Retention**

Unless you indicate otherwise to us in writing, we will assume that all papers and property that you provide to us are duplicates and that you retain all originals, so that we do not need to return them to you. When the representation concludes, we will (if you request) return any papers and property that you have provided to us (or that we have obtained for you and that belong to you) if we have them in our possession. Our drafts and work product that we create in relation to our work for you, however, belong to us. We reserve the right, subject to any applicable laws or rules of professional responsibility to the contrary, to apply records retention policies and procedures to these items and also to destroy within a reasonable time any items described in this paragraph that are retained by us.

#### **Personal Data from the European Economic Area**

If you will be providing the Firm with the personal data of individuals in the European Economic Area during the course of the engagement, then it is your responsibility to obtain all appropriate consents, make any necessary disclosures, and take all other required steps to comply with



any applicable data privacy and protection laws and regulations in connection with your use of the Firm's services. As used herein, "personal data" means any information relating to an identified or identifiable natural person, to the extent that such personal data are associated with individuals in the European Economic Area or are otherwise within the scope of the General Data Protection Regulation (EU) 2016/679.

#### **Response to Audit Inquiries**

If you ask that we do so, we will respond to your auditors concerning certain "loss contingencies" as defined by accounting standards by preparing a letter to your auditors. To assist us in responding timely to your auditors, please direct all audit inquiries to:

Audit Letter Coordinator  
Ice Miller LLP  
One American Square, Suite 2900  
Indianapolis, Indiana 46282-0200.

If there are any questions presented by your audit inquiry letter, our Audit Letter Coordinator will contact you. Absent special circumstances, our current fee structure for the preparation of these letters is a minimum of \$300 and a maximum of \$700, depending on the extent and number of any matters reported. However, the fee may exceed \$700 if there are many matters to be reported upon, or if the letter requires extensive substantive attention to disclosure or other related issues. This charge will appear on your statement as a line item for "Services rendered in connection with preparation of response to audit inquiry."

#### **Termination or Withdrawal**

Both you and we have the right to terminate any engagement at any time after providing reasonable advance written notice, and our withdrawal or termination is further subject to applicable rules of professional responsibility. In the event that we terminate the engagement, we will, subject to the terms hereof, take such steps as are reasonably practicable to protect your interests in the above matter and, if you so request, we will suggest to you possible successor counsel and provide that counsel with whatever papers you have provided to us. If permission for withdrawal is required by a court, we will promptly apply for such permission, and you agree to engage successor counsel to represent you. Otherwise, this representation will terminate (a) once the specific services covered within the scope of the representation have been completed and we have sent you our final statement for services rendered in this matter, or (b) if the engagement is open-ended without any specific services being described, when more than six months have elapsed from the last time you requested and we furnished legal services to you. We are not obligated to provide advice or other legal services concerning this representation to you after our representation of you is completed, or has terminated. After completion of a matter in which we have represented you, changes may occur in the applicable laws or regulations that could have an impact upon your future

rights and liabilities. Even though we may send you newsletters or the like after the date of termination of our engagement, we will have no responsibility to provide you with updates or advice concerning any changes in the law or regulations or future legal developments on any matter, including those matters that may have been the subject of a prior representation, unless you and we have expressly agreed that we will provide this service.

#### **Certain Limitations**

Any opinions or views, formal or informal, that we may express to you or to third parties about the outcome of a legal matter are only our best professional estimates. Those opinions or views are necessarily limited by our knowledge of facts at the time that we express them and the law and regulations that are then in effect. You understand and agree that we cannot – and will not – promise to you, or guarantee to you, that any particular outcome will result from your legal matters.

#### **Identification of Relationship**

We are pleased that you have chosen Ice Miller LLP as your legal advisor and would like to have your permission to share this with others. By signing the acknowledgement, you hereby grant us the authority to use your name and logo in connection with Ice Miller LLP's marketing activities, including, without limitation, identification of you as a client of Ice Miller LLP on its website and other printed marketing materials and publications issued by Ice Miller LLP. You may revoke the consent granted in this paragraph at any time by contacting our marketing department at [enews@icemiller.com](mailto:enews@icemiller.com).

Revised: July 2018



**From:** [Fech, Matthew N](#)  
**To:** [Charliebrown.3838@yahoo.com](mailto:Charliebrown.3838@yahoo.com)  
**Cc:** [Allen, Kyle W](#); [Ficker, George P](#); [tom@odonnell-lawgroup.com](mailto:tom@odonnell-lawgroup.com)  
**Subject:** FW: City of Gary: Fully Executed Interlocal re: Demolition  
**Date:** Tuesday, March 7, 2023 10:20:26 AM  
**Attachments:** [Res. No. 7368 - MOU between Lake County Board of Commissioners and Gary Redevelopment Commission \(2-15-2023\) \(Fully Executed\).pdf](#)  
**Importance:** High

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President Brown:

Commissioner Allen is requesting that the Interlocal with the City of Gary be placed on this Council's agenda since it is Council Funds being used for the demolition project. Requesting your permission to add this to this month's agenda. Thank you.

Matthew N. Fech, Esq.  
**Lake County Attorney**  
 2293 North Main Street  
 Crown Point, Indiana 46307  
 Cell: 219-670-3004  
 Telephone: 219-755-3207  
 Fax: 219-648-6138  
[fechmn@lakecountyin.org](mailto:fechmn@lakecountyin.org)

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Sent from my Lake County iMac

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**From:** "Trent A. McCain" <[tamccain@gary.gov](mailto:tamccain@gary.gov)>  
**Date:** Thursday, March 2, 2023 at 2:10 PM  
**To:** "Allen, Kyle W" <[allenkw@lakecountyin.org](mailto:allenkw@lakecountyin.org)>  
**Cc:** "Fech, Matthew N" <[fechmn@lakecountyin.org](mailto:fechmn@lakecountyin.org)>, Angela Lockett <[Alockett@gary.gov](mailto:Alockett@gary.gov)>  
**Subject:** City of Gary: Fully Executed Interlocal re: Demolition

## External Email

Do not click any links or open attachments unless you know and trust the sender and are expecting this message.



Commissioner Allen,

Attached please find the fully executed Interlocal Agreement.

The Administration is grateful to you and the Lake County Council for its partnership in this worthwhile endeavor.

Best,

TAM

Trent A. McCain, Esq., Deputy Mayor  
President, Board of Public Works & Safety  
President, Gary Building Corporation  
Vice Chair, Gary/Chicago International Airport Authority  
City of Gary  
401 Broadway  
Gary, IN 46402  
**(219) 292-0771 mobile**  
[tamccain@gary.gov](mailto:tamccain@gary.gov)

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**RESOLUTION NO. 7368**

**A RESOLUTION OF THE CITY OF GARY REDEVELOPMENT COMMISSION  
AUTHORIZING THE EXECUTION OF A MEMORANDUM OF  
UNDERSTANDING BY AND BETWEEN THE CITY OF GARY  
REDEVELOPMENT COMMISSION AND THE LAKE COUNTY BOARD OF  
COMMISSIONERS AS IT RELATES TO APPROPRIATIONS FOR THE  
PERFORMANCE OF DEMOLITION SERVICES  
ON SEVERAL PROPERTIES LOCATED WITHIN THE CITY OF GARY, INDIANA**

**WHEREAS**, the City of Gary Redevelopment Commission (GRC) previously executed Resolution No. 7322 which authorized the GRC and Lake County Board of Commissioners (LCBC) to enter into a certain Memorandum of Understanding to provide certain professional services to the LCBC to assist and aid in the demolishing of certain properties; and

**WHEREAS**, the parties now wish to increase the total amount of support given by the LCBC to the GRC for demolition of structures within the City from \$300,000 to \$736,147; and

**WHEREAS**, the City of Gary Redevelopment Commission possesses the requisite professional staff necessary to prepare the legally required documents including but not limited to Request for Proposals (RFP), selection of the lowest most responsive and responsible bidder, preparation of an appropriate demolition contract, monitoring the performance of the contractor, and the inspection of the property for asbestos and other hazardous materials, and the completion of the necessary notices to the Indiana Department of Environmental Management, and the proper disposal of demolition debris; and

**WHEREAS**, the City of Gary Redevelopment Commission is equipped to perform and/or supervise the above described functions on the Property; and

**WHEREAS**, the demolition of the aforementioned structures will have a direct benefit to the citizens of Gary and Lake County Indiana; and

**WHEREAS**, the City of Gary Redevelopment Commissioners have determined that entering into this Memorandum of Understanding is in the best interest of the Commission and to the Citizens of Gary; and

**THIS SECTION INTENTIONALLY LEFT BLANK**



**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REDEVELOPMENT COMMISSIONERS OF THE CITY OF GARY, REDEVELOPMENT COMMISSION** that the President and Secretary are hereby authorized to execute the attached Memorandum of Understanding providing that the professional staff of the Gary Redevelopment Commission perform certain demolition activities for the properties listed within the Memorandum of Understanding.

Copy of said Agreement is attached hereto as Exhibit "A".

**ADOPTED this 1<sup>st</sup> day of March, 2023.**


**THIS SECTION INTENTIONALLY LEFT BLANK**




**THE CITY OF GARY  
REDEVELOPMENT COMMISSION**

BY:   
George A. Rogge, President

**ATTEST:**

BY:   
Gwendolyn F. Sims, Secretary

BY:   
Steven D. Jenkins, Esq.  
Gary Redevelopment Commission Attorney



**RESOLUTION NO. 22-96A**

**RESOLUTION AMENDING RESOLUTION NO. 2022-96,  
RESOLUTION OF THE LAKE COUNTY COUNCIL REGARDING  
APPROPRIATION OF COUNTY RESERVE REVENUE FUNDS  
TO THE CITY OF GARY, INDIANA.**




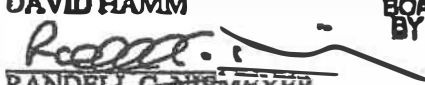
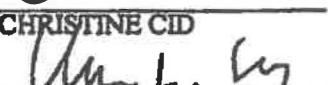
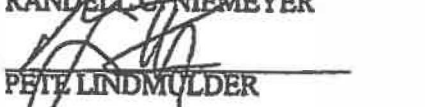
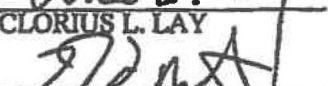
**WHEREAS,** on December 13, 2022, the Lake County Council adopted the Resolution of the Lake County Council Regarding Appropriation of County Reserve Revenue Funds to the City of Gary, Indiana, Resolution No. 2022-96; and

**WHEREAS,** the Lake County Council now desires to amend the Resolution of the Lake County Council Regarding Appropriation of County Reserve Revenue Funds to the City of Gary, Indiana, Resolution No. 2022-96 in order to correct the amount of the appropriation from \$300,000.00 to \$736,147.00 to the City of Gary, Indiana.

**NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:**

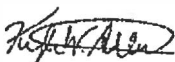
That the Resolution of the Lake County Council Regarding Appropriation of County Reserve Revenue Funds to the City of Gary, Indiana, Resolution No. 2022-96 adopted on December 13, 2022 shall be amended to appropriate the sum of \$736,147.00 of the County's reserve revenue funds to the City of Gary, Indiana for public improvement costs which will be incurred by the City for demolition of blighted buildings.

**SO RESOLVED THIS 14<sup>th</sup> DAY OF FEBRUARY, 2023.**

 DAVID HAMM	 CHARLIE BROWN - President	 CHRISTINE CID
 RANDELL G. NIEMEYER	PRESENTED TO BOARD OF COMMISSIONERS BY LAKE COUNTY AUDITOR	 CLORIUS L. LAY
 PETE LINDMULDER	FEB 14 2023	 TED F. BILSKI

Members of the Lake County Council

Michael Repay





2025 05 15

Dear Mr. [Name],

I am writing to you regarding the [Subject] of the [Document/Project].

The [Subject] is currently in progress and we are working to complete it as soon as possible.

I am sure that you will find the results of the [Subject] to be of great interest.

I am sure that you will find the results of the [Subject] to be of great interest.

I am sure that you will find the results of the [Subject] to be of great interest.

I am sure that you will find the results of the [Subject] to be of great interest.

I am sure that you will find the results of the [Subject] to be of great interest.

I am sure that you will find the results of the [Subject] to be of great interest.



**Memorandum of Understanding for Demolition  
Between the Lake County Board of Commissioners and the  
Gary Redevelopment Commission**

WHEREAS, the Gary Redevelopment Commission, (Commission), is a governmental entity duly organized under the existing under the laws of the State of Indiana and the municipal Code of the Commission of Gary; and

WHEREAS, pursuant to Indiana code (IC 36-7-14 et seq), the Commission is duly authorized to enter into agreements (Memorandums of Understandings) that foster the development and redevelopment of the property within the jurisdictional boundaries of the Commission of Gary; and

WHEREAS, the Commission possesses the professional staff necessary to prepare the legally required documents for bidding out the demolition, to implement the legally required bidding and selection of bid process, to draft an appropriate contract for the demolition, and to monitor the performance of the demolition of said Property, including, but not limited to, the inspection for asbestos and other hazardous materials, and the completion of the necessary notices to the Indiana Department of Environmental Management, and the proper disposal of demolition debris; and

WHEREAS, the Lake County Board of Commissioners serve as the executive body for Lake County, Indiana; and

WHEREAS, the recitals, representations, covenants and recitations set forth in the foregoing are material to this Agreement and are hereby incorporated into and made a part of this Agreement; and

**NOW, THEREFORE, BE IT AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:**

**A. The Commission agrees to:**

1. Provide the personnel with the necessary qualifications to properly perform all of the activities required to properly prepare plans and specifications and other bid documents required to hire a licensed asbestos inspector and a demolition contractor for demolition of buildings located at the following:

LOCATION	TOTAL DEMOLITION COST
1900 West 5 <sup>th</sup> Avenue	\$532,967
2025 Connecticut Street	\$8900
2029 Connecticut Street	\$8000
2051 Connecticut Street	\$8000
2053 Connecticut Street	\$8000
2057 Connecticut Street	\$8000
1838 Maryland Street	\$13,500
411 Mount Street	\$7500
4920 West 5 <sup>th</sup> Avenue	\$37,750
226 East 21 <sup>st</sup> Avenue	\$89,950
5701 West 5 <sup>th</sup> Avenue	\$59,800



360-94 Mount Street	\$60,000
1026 West 5 <sup>th</sup> Avenue	\$23,750
469 Fillmore Street	\$39,130
132 Porter Street	\$8200
374 Roosevelt Place	\$9300
601 Potawatomi Trail (Nobel Elementary)	\$113,400*
<b>TOTAL ALL PROJECTS</b>	<b>\$1,036,147</b>

\*The parties agree to use C. Lee Constructions Services, LLC on this project as the low bidder

2. Provide \$300,000 in demolition funds towards the aforementioned projects.
3. Prepare and provide an itemized cost and expense proposal to the Board of Commissioners for providing all of the services provided for herein and discuss this with the Board of Commissioners.
4. Prepare a detailed project schedule in a format agreeable to both parties stating the estimated time required for completion of performance of each of the significant phases of this project.
5. Secure the appropriate inspection of the Property for asbestos and other hazardous materials and substances and report findings regarding same to the Board of Commissioners and the Indiana Department of Environmental Management.
6. Implement the necessary process to properly procure competitive quotes or bids for the inspection and demolition work, including, but not limited to, advertising for bids.
7. Share draft copies of all bid documents and contracts with the counsel designated by the Board of Commissioners for review and comment at least fourteen (14) calendar days before letting the demolition project for bid and discuss any changes requested by Board of Commissioners.
8. Share copies of all quote and bid documents, including necessary insurance certificates and bonds, with Board of Commissioners along with an appropriate quote and bid tabulations.
9. Award the contracts for the inspection and demolition work to the lowest responsive and responsible bidder.
10. Monitor and document the monitoring of the inspection and demolition, and all necessary report preparation, to verify compliance with all legal requirements and the contract documents, including properly securing the Property during demolition.
11. Notify, orally and in writing, the inspection and demolition contractors of any observed noncompliance and provide copies of all said notices to Board of Commissioners.
12. Issue stop orders for any legal violations or significant noncompliance with any substantial requirement of the contract documents and work with the contractor(s) to regain compliance and completion of the project. Copy Board of Commissioners on any and all such orders and keep Board of Commissioners advised of the progress toward compliance.
13. Review and make written recommendations for all contractor pay requests and requests for change



orders and provide copies of same to Board of Commissioners.

14. Issue a certificate of substantial completion for the demolition work, signed by both the contractor and the Commission, when appropriate, along with an appropriate punch list.
15. Issue a certificate of final completion, signed by the contractor and Commission, and an accompanying recommendation for final payment.
16. Submit detailed, itemized invoices in a format specified by the Board of Commissioners, based on a time and materials basis, to the Board of Commissioners for payment for the Commission's services, in a total amount not to exceed \$736,147.00.

**B. The Board of Commissioners agrees to:**

1. Provide the funds for this demolition project in a total amount not to exceed \$736,147.00.
  2. Designate Board of Commissioners Counsel and cooperate with Commission in good faith by providing the Commission with all requested documentation that is reasonably available, promptly discussing issues about the project as they develop, and provide the Commission control of access to the Property throughout the quoting, bidding, inspection, and demolition processes.
  3. Review and comment on all draft documentation submitted to it by the Commission in an expeditious manner.
  4. Make payments to the inspector and contractor as recommended by Commission within thirty (30) calendar days of receiving the Commission's written recommendation regarding same.
  5. Pay all appropriate Commission invoices within thirty (30) calendar days of receipt by the Board of Commissioners.
- C. Agreement Duration. This Agreement shall begin upon execution of all parties and shall last until project completion, but no longer than one (1) year after commencement of the Project, unless extended by written agreement of all parties.
- D. Administrative Authority. Primary authority for administration and management of the demolition project shall primarily rest with the Commission and its authorized representatives. The Board of Commissioners shall cooperate with the Commission with respect to the project and shall have final decision-making authority regarding the expenditure of Board of Commissioners funds provided under this Agreement. The parties hereby delegate the duty to receive, disburse, and account for all monies associated with this Agreement to the Office of the Controller of the Commission of Gary, Indiana.
- E. Filing. This Agreement will be filed with the Indiana State Board of Accounts within thirty (30) calendar days after execution.
- F. Time of Essence. Time is of the essence of this Agreement. The parties shall make every reasonable effort to expedite the subject matters hereof (subject to any time limitations described herein) and acknowledge that the



successful performance of this Agreement requires their continued cooperation.

- G. **Records.** The Commission agrees to maintain all records and documentation related to and supportive of the demolition project. Further, any such records and necessary information that may be maintained by the Commission shall be readily available to Board of Commissioners, its representatives or designated agent(s), external auditors, State Board of Accounts, or other duly authorized parties requiring access to such records. The Commission shall ensure that such records are maintained in accordance with the governing federal and state regulations, and shall keep all related records in a readily accessible location for a minimum of six (6) years, unless a longer retention term is required by Indiana law, or unless such records are the subject of litigation or audit, in which case they shall be maintained pending the completion of such action. The Commission shall cooperate with Board of Commissioners to ensure the availability of all records related to this Agreement as may be required for audit, monitoring or reporting purposes.
- H. **Liability.** Each party to this Agreement shall be fully liable for the acts and omissions of its respective employees and agents in the performance of this Agreement to the extent permitted by law.
- I. **Breach.** Before any failure of any party of this Agreement to perform its obligations under this Agreement shall be deemed to be a breach of this Agreement, the party claiming such failure shall notify, in writing, the party alleged to have failed to perform such obligation and shall demand performance. No breach of this Agreement may be found to have occurred if performance has commenced to the reasonable satisfaction of the complaining party within thirty (30) calendar days of the receipt of such notice. If after such notice, the breaching party fails to cure the breach, the non-breaching party may seek any remedy available at law or equity, subject however to the compulsory non-binding mediation provided below.
- J. **Amendment.** This Agreement, and any exhibits attached hereto, may be amended only by the mutual consent of the parties, and by the execution of such amendment by the parties or their successors in interest.
- K. **No Other Agreement.** Except as otherwise expressly provided herein, this Agreement supersedes all prior agreements, negotiations, and discussions relative to the subject matter hereof and is a full integration of the agreement of the parties.
- L. **Severability.** If any provision, covenant, agreement, or portion of this Agreement or its application to any person, entity, or property is held invalid, such invalidity shall not affect the application or validity of any other provisions, covenants, agreements, or portions of this Agreement and, to that end, any provisions, covenants, agreements, or portions of this Agreement are declared to be severable.
- M. **Construction and Interpretation of Agreement / Indiana Law.** This Agreement shall be construed in accordance with the laws of the State of Indiana. The parties agree that they and their attorneys have each reviewed this Agreement, and that the normal rules of construction to the effect that any ambiguities are to be resolved against the drafting party or parties shall not be used in the interpretation of this Agreement.
- N. **Waiver Ineffective.** No waiver, modification, or amendment of any term, condition, or provision of this Agreement shall be valid or have any force or effect unless made in writing and signed by the parties.



- O. Notices. All notices and requests required pursuant to this Agreement shall be deemed sufficiently made if delivered, as follows:

To the Commission:

Attn: Atty Gilbert King Jr.  
504 Broadway St. Ste 200  
Gary IN, 46402

To the Board of Commissioners:

Attn: Commissioner Kyle Allen  
Lake County Board of Commissioners  
2293 N. Main Street  
Crown Point, In 46307

or at such other addresses as the parties may indicate in writing to the other either by personal delivery, courier, or by registered mail, return receipt requested, with proof of delivery thereof. In the event notice delivered by registered mail is refused or otherwise undeliverable, said notice may be delivered by regular mail. Mailed notices shall be deemed effective on the third day after mailing; all other notices shall be effective when delivered.

- P. Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same agreement.
- Q. Assignment. The rights and obligations contained in this Agreement may not be assigned without the express prior written consent of the party
- R. No Third-Party Beneficiaries. This Agreement shall be deemed to be for the benefit solely of the parties hereto and shall not be deemed to be for the benefit of any third-party.
- S. Effective Date. Notwithstanding anything herein to the contrary, this Agreement shall be effective until all parties hereto have executed this Agreement.

**Lake County Board of Commissioners**

*Michael Repay*

**Michael Repay, President**

*Kyle W. Allen*

**Kyle W. Allen, Sr., Vice President**

**Jerry Tippy, Member**

**Gary Redevelopment Commission**

*George A. Rogge*

**George A Rogge, President**



Peggy Katona

Date \_\_\_\_\_

Guendel F. Sans

Steven D. Jenkins, Commission Attorney

3-01-0000



PIN	LOCATION	TOTAL DEMOLITION COST
45-08-05-426-002.000-004	1900 West 5 <sup>th</sup> Avenue (5 <sup>th</sup> and Arthur)	\$532,967
45-08-10-358-002.000-004	2025 Connecticut Street	\$8,900
45-08-10-358-003.000-004	2029 Connecticut Street	\$8,000
45-08-10-358-007.000-004	2051 Connecticut Street	\$8,000
45-08-10-358-008.000-004	2053 Connecticut Street	\$8,000
45-08-10-358-009.000-004	2057 Connecticut Street	\$8,000
45-08-10-338-020.000-004	1838 Maryland Street	\$13,500
45-07-01-280-002.000-004	411 Mount Street	\$7,500
45-07-01-426-001.000-004	4920 West 5 <sup>th</sup> , Avenue	\$37,750
45-08-10-358-027.000-004	226 East 21 <sup>st</sup> Avenue	\$89,950
45-07-01-328-003.000-004	5701 West 5 <sup>th</sup> , Avenue	\$59,800
45-07-01-257-023.000-004	360-94 Mount Street	\$60,000
45-08-04-182-031.000-004	1026 West 5 <sup>th</sup> , Avenue	\$23,750
45-08-04-182-030.000-004	469 Fillmore Street	\$39,130
45-07-01-232-006.000-004	132 Porter Street	\$8,200
45-08-05-252-028.000-004	374 Roosevelt <del>Place</del> Street	\$9,300
45-05-33-251-001.000-004	<del>601 Potawatomi Trail</del> - 8837 Pottawatom <sup>i</sup> Trl (Former Nobel School)	\$113,400