

**CITY OF HOBART**  
**POLICIES and PROCEDURES for**  
**INDUSTRIAL DEVELOPMENT BOND (IDB) REQUESTS**  
**and TAX INCREMENT FINANCING (TIF) IDB REQUESTS**

***Policies:***

The City of Hobart shall retain special counsel of their choosing to assist the City Attorney in the procedures and evaluation of requests related to Industrial Development Bonds. Special Counsel to the City Attorney shall be:

Name of Special Counsel and Law Firm:

*Barnes & Thornburg, LLP*  
*700 1<sup>st</sup> Source Bank Center*  
*100 North Michigan*  
*South Bend, IN 46601*  
  
*(574) 237-1244 - Telephone*

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The City of Hobart is not responsible for any legal fees generated by either the City Attorney or the Special Counsel in relationship to the IDB and/or TIF IDB Application process and Bond Issuance. These fees are to be included in the Bond Issuance costs and paid to the City by the Applicant from the Bond proceeds immediately upon receipt of such proceeds. If these fees are more than the limit allowed to be paid from Bond proceeds, applicant shall be responsible for payment of the difference to the City. In addition an IDB Application Fee shall be collected from each IDB applicant to defray administrative costs incurred by the City of Hobart. (See Ordinance 2006- 15 attached.)

If a developer desires to undertake a TIF/IDB financing, the developer must obtain the approval of the Redevelopment Commission.

***Procedures:***

Applications will be first reviewed by the Economic Development Commission (EDC) at a special meeting. An application must be filed fourteen (14) days in advance of the EDC meeting. At this first meeting of the Economic Development Commission, an inducement resolution will be passed if a positive recommendation to the City Council is made by the EDC on the request. Successful applicants will next proceed to the City Council where another inducement resolution will be passed and a first reading on a bond ordinance will be held. (The 60 day look back period for purposes of reimbursement of costs with bond proceeds begins after this inducement resolution passage by the City Council.)

Prior to final City Council action on the IDB request, if the bonds are to be tax exempt, the applicant must receive approval of Volume Cap from the State if the applicant desires to complete a tax-exempt manufacturing IDB. (note Indiana Finance Authority's deadline and board meeting dates listed on their web site at [www.in.gov/ifa](http://www.in.gov/ifa)). The Special Counsel to the City

will assist the applicant with the preparation of the Volume Cap application to the State. Bond transaction needs to close within 60 days after the Volume Cap approval from the State is received.

At the next special meeting of the EDC, a public hearing will be held (TEFRA requirements must be met if a tax-exempt financing). The EDC will also then approve the financing documents in its passage of a final bond resolution. The City Council will next meet to take final action on the bond ordinance which will include the approval of the financing documents. The City Council meets the first and third Wednesday of each month at 6:00 pm. Special meetings of the City Council will generally not be held on IDB requests.