



September 30, 2022

Dustin Anderson  
Town of Munster, Indiana  
1005 Ridge Road  
Munster, IN 46321

Re: Council Ward Redistricting

Mr. Anderson,

The Veridus Group, Inc. is pleased to provide the following proposal for our planning services based on your inquiry regarding council redistricting for the Town of Munster. We understand each community faces different challenges, and we want to work with you to find equitable solutions to each challenge or opportunity presented. Furthermore, we understand that the Town has seen and is poised to see tremendous growth over the next few years. Per Indiana Code § 36-5-2-4.1 (g)(1) the Town of Munster, Indiana is required to assess council districts in regard to better balance district population. With this in mind, we have prepared a scope of services based on our knowledge and experience within council redistricting.

### **Council Redistricting**

Indiana state law is explicit about the necessity to redistrict every 10 years and about the requirements that districts be compact and contiguous, to avoid gerrymandering, and nearly equal in population. Based on this information, we have put together the following preliminary scope based on our experience with council ward redistricting and legislative compliance:

#### **1. Due Diligence**

Veridus will work with the Town to understand existing conditions for existing district boundaries. This will include review of current maps and 2020 census data to understand where growth has occurred and how this may affect new district boundaries. During this initial phase, we will collect GIS files for the town from appropriate government entities. We will also meet with town staff for guidance on the redistricting process and any potential challenges that could arise from new district boundaries. We anticipate this phase will take approximately 1 month.

Key tasks for this phase include:

- a. Review 2020 Census Data
- b. Review existing district boundaries and collect GIS data
- c. Stakeholder meetings with Town Staff

#### **2. Redistricting**

After completing due diligence, Veridus will develop concepts of potential redistricting outcomes. These concepts will align with federal and state requirements in regard to population



distribution, contiguity, compactness, etc. Up to three draft concepts will be completed for town staff and leadership to review. Veridus will facilitate a stakeholder meeting to review each concept in depth with town staff/council. Following this meeting, we will make any final edits to draft maps and then submit maps to Town Council for selection and approval of a final option to be adopted as the Town’s new district boundaries. Once complete, Veridus will share all data, GIS files, and maps with the Town. This phase will meet the deadline for compliance with the state, and will advise of requirements for the Lake County Board of Elections, this phase key tasks include:

- a. GIS mapping to equalize population and geography
- b. Development of up to three potential concepts
- c. Stakeholder meetings with Town Staff and Officials to review and finalize concepts

**Compensation**

Compensation for services rendered will be lump sum and invoiced monthly on a percent-complete basis. Full payment of invoices is due within 30 days from invoice date. The fee amounts are as follows:

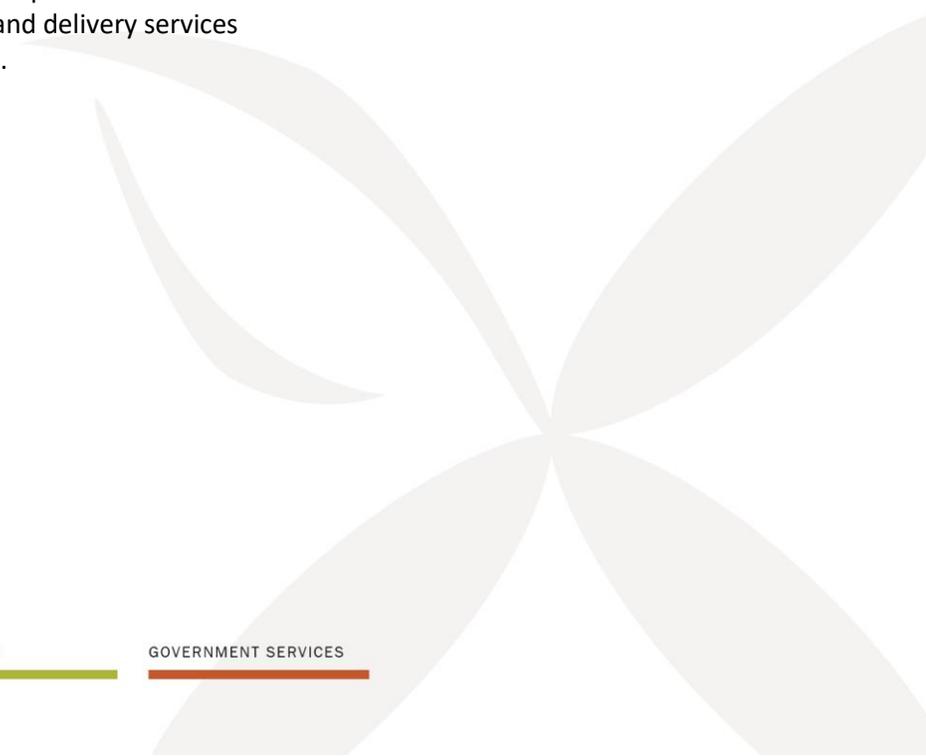
**Council Redistricting.....\$8,000**

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

**Reimbursable Expenses**

The following expenses will be considered reimbursable and will be invoiced at their direct costs on monthly invoices:

- A. Reproduction services for plans and specifications other than for normal in-house coordination
- B. Overnight postage, certified mail, and delivery services
- C. Mileage at the current federal rate.





Thank you again for your time and consideration. The fees for services contained in this proposal are valid for six months from the date of this letter. If you have any questions or need further information, please call my cell at (317) 750-3768.

Best regards,

Alaina Shonkwiler  
The Veridus Group

Cc Tim Jensen, Veridus  
Jack Woods, Veridus

**--Signatures Below--**

Veridus Group, Inc. by:

  
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Timothy M. Jensen, President

Town of Munster, Client by:

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Dustin Anderson, Town Manager, Town of Munster