

**MINUTES OF THE PROCEEDINGS
OF THE
COMMON COUNCIL**

CITY OF TERRE HAUTE, INDIANA

SPECIAL SESSION, THURSDAY, JULY 10, 2025

The City Council met in Special Session Thursday, July 10, 2025 at 5:45 P.M. in the City Hall Courtroom with Mr. Nation presiding and Michelle L. Edwards in the City Clerk's desk.

Calling the meeting to order

Calling Of the Roll

PRESENT: George Azar, Tammy Boland, James Chalos, Curtis DeBaun IV, Anthony Dinkel, Cheryl Loudermilk, Todd Nation, Amanda Thompson

ABSENT: Kandace Hinton

Hearing concerning CHI Overhead Door CF-1 form for Resolution 11, 2021 found not in substantial compliance.

Motion was made by Councilperson DeBaun and seconded by Councilperson Boland to approve CHI Overhead Door CF-1 form for Resolution 11, 2021. Motion carried.

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**STATEMENT OF BENEFITS
PERSONAL PROPERTY**

State Form 51764 (R5 / 1-21)

Prescribed by the Department of Local Government Finance

FORM SB-1 / PP

PRIVACY NOTICE

Any information concerning the cost of the property and specific salaries paid to individual employees by the property owner is confidential per IC 6-1.1-12.1-5.1.

CONFIDENTIAL**INSTRUCTIONS:**

1. This statement must be submitted to the body designating the Economic Revitalization Area prior to the public hearing if the designating body requires information from the applicant in making its decision about whether to designate an Economic Revitalization Area. Otherwise this statement must be submitted to the designating body **BEFORE** a person installs the new manufacturing equipment and/or research and development equipment, and/or logistical distribution equipment and/or information technology equipment for which the person wishes to claim a deduction.
2. The statement of benefits form must be submitted to the designating body and the area designated an economic revitalization area before the installation of qualifying abatable equipment for which the person desires to claim a deduction.
3. To obtain a deduction, a person must file a certified deduction schedule with the person's personal property return on a certified deduction schedule (Form 103-ERA) with the township assessor of the township where the property is situated or with the county assessor if there is no township assessor for the township. The 103-ERA must be filed between January 1 and May 15 of the assessment year in which new manufacturing equipment and/or research and development equipment and/or logistical distribution equipment and/or information technology equipment is installed and fully functional, unless a filing extension has been obtained. A person who obtains a filing extension must file the form between January 1 and the extended due date of that year.
4. Property owners whose Statement of Benefits was approved, must submit Form CF-1/PP annually to show compliance with the Statement of Benefits. (IC 6-1.1-12.1-5.6)
5. For a Form SB-1/PP that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. For a Form SB-1/PP that is approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. (IC 6-1.1-12.1-17)

SECTION 1		TAXPAYER INFORMATION	
Name of taxpayer C.H.I. Overhead Doors, LLC		Name of contact person Tisha Pfeiffer	
Address of taxpayer (number and street, city, state, and ZIP code) 1485 Sunrise Drive, Arthur, IL, 61911		Telephone number (217) 714-1505	
SECTION 2		LOCATION AND DESCRIPTION OF PROPOSED PROJECT	
Name of designating body City of Terre Haute		Resolution number (s) TBD	
Location of property 1440 Savannah Avenue, Terre Haute, IN 47804		County Vigo	
Description of manufacturing equipment and/or research and development equipment and/or logistical distribution equipment and/or information technology equipment. (Use additional sheets if necessary.) New manufacturing operations are proposed as part of this project.		DLGF taxing district number 002	
		ESTIMATED	
		START DATE	COMPLETION DATE
		Manufacturing Equipment	10/15/2021
		R & D Equipment	
		Logist Dist Equipment	
		IT Equipment	
SECTION 3			
ESTIMATE OF EMPLOYEES AND SALARIES AS RESULT OF PROPOSED PROJECT			
Current Number 0	Salaries 0	Number Retained 0	Salaries 0
		Number Additional 130	Salaries 5,678,400
SECTION 4			
ESTIMATED TOTAL COST AND VALUE OF PROPOSED PROJECT			
NOTE: Pursuant to IC 6-1.1-12.1-5.1 (d) (2) the COST of the property is confidential.			
	MANUFACTURING EQUIPMENT	R & D EQUIPMENT	LOGIST DIST EQUIPMENT
	COST	ASSESSED VALUE	COST
			ASSESSED VALUE
Current values		0	
Plus estimated values of proposed project		2,700,000	
Less values of any property being replaced		0	
Net estimated values upon completion of project		2,700,000	
SECTION 5			
WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER			
Estimated solid waste converted (pounds) 0		Estimated hazardous waste converted (pounds) 0	
Other benefits:			
SECTION 6			
TAXPAYER CERTIFICATION			
I hereby certify that the representations in this statement are true.			
Signature of authorized representative 		Date signed (month, day, year) 03/23/21	
Printed name of authorized representative Tisha Pfeiffer		Title Chief Financial Officer	

CONFIDENTIAL

OPTIONAL: FOR USE BY A DESIGNATING BODY WHO ELECTS TO REVIEW THE COMPLIANCE WITH STATEMENT OF BENEFITS (FORM CF-1)

INSTRUCTIONS: (IC 6-1.1-12.1-5.9)

1. Within forty-five (45) days after receipt of this form, the designating body may determine whether or not the property owner has substantially complied with the Statement of Benefits.
2. If the property owner is found **NOT** to be in substantial compliance, the designating body shall send the property owner written notice. The notice must include the reasons for the determination, including the date, time, and place of a hearing to be conducted by the designating body. If a notice is mailed to a property owner, a copy of the written notice will be sent to the county assessor and the county auditor.
3. Based on the information presented at the hearing, the designating body shall determine whether or not the property owner has made a reasonable effort to substantially comply with the Statement of Benefits and whether any failure to substantially comply was caused by factors beyond the control of the property owner.
4. If the designating body determines that the property owner has **NOT** made a reasonable effort to comply, the designating body shall adopt a resolution terminating the deduction. The designating body shall immediately mail a certified copy of the resolution to: (1) the property owner; (2) the county auditor; and (3) the county assessor.

We have reviewed the CF-1 and find that:			
<input type="checkbox"/>	The property owner IS in substantial compliance		
<input checked="" type="checkbox"/>	The property owner IS NOT in substantial compliance		
<input type="checkbox"/>	Other (specify) _____		
Reasons for the Determination (attach additional sheets if necessary)			
Current number of employees and related salaries significantly lower than originally estimated			
Signature of Authorized Member		Date Signed (month, day, year)	
[Signature]		6-5-2025	
Attested By		Designating Body	
Michelle R Edwards		Terre Haute City Council	
If the property owner is found not to be in substantial compliance, the property owner shall receive the opportunity for a hearing. The following date and time has been set aside for the purpose of considering compliance.			
Time of Hearing	<input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	Date of Hearing (month, day, year)	Location of Hearing
5:45		7-10-2025	CITY HALL 17 Harding Ave Terre Haute IN
HEARING RESULTS (to be completed after the hearing)			
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied (see instruction 5 above)			
Reasons for the Determination (attach additional sheets if necessary)			
Signature of Authorized Member		Date Signed (month, day, year)	
[Signature]		7-10-2025	
Attested By		Designating Body	
Michelle R Edwards		Terre Haute City Council	
APPEAL RIGHTS [IC 6-1.1-12.1-5.9(e)]			
A property owner whose deduction is denied by the designating body may appeal the designating body's decision by filing a complaint in the office of the clerk of the Circuit or Superior Court together with a bond conditioned to pay the costs of the appeal if the appeal is determined against the property owner.			



**COMPLIANCE WITH STATEMENT OF BENEFITS
PERSONAL PROPERTY**

State Form 51765 (R7 / 12-22)

Prescribed by the Department of Local Government Finance

MAY 21 2025

PRIVACY NOTICE
This form contains confidential
information pursuant to
IC 6-1.1-35-9 and IC 6-1.1-12-1-5.6

FORM CF-1 / PP

2025 Pay 2026

CONFIDENTIAL

- INSTRUCTIONS:**
1. Property owners whose Statement of Benefits was approved must file this form with the local designating body to show the extent to which there has been compliance with the Statement of Benefits (IC 6-1.1-12-1-5.6)
 2. This form must be filed with the Form 103-ERA Schedule of Deduction from Assessed Value between January 1 and May 15, unless a filing extension under IC 6-1.1-3.7 has been granted. A person who obtains a filing extension must file between January 1 and the extended due date of each year.
 3. With the approval of the designating body, compliance information for multiple projects may be consolidated on one (1) compliance form (CF-1).

SECTION 1 TAXPAYER INFORMATION								
Name of Taxpayer C.H.I Overhead Doors, LLC						County Vigo		
Address of Taxpayer (number and street, city, state, and ZIP code) 1485 Sunrise Drive, Arthur, IL 61911						DLGF Taxing District Number 84-002		
Name of Contact Person Tisha Pfeiffer, Chief Financial Officer				Telephone Number (217) 714-1505		Email Address tpfeiffer@chiohd.com		
SECTION 2 LOCATION AND DESCRIPTION OF PROPERTY								
Name of Designating Body City of Terre Haute				Resolution Number Res. 11 - 2021		Estimated State Date (month, day, year) 08/01/2021		
Location of Property 1440 Savannah Avenue, Terre Haute, IN 47804						Actual Start Date (month, day, year) 08/01/2021		
Description of new manufacturing equipment, new research and development equipment, new information technology equipment, or new logistical distribution equipment to be acquired. New manufacturing operations are proposed as a part of this project.						Estimated Completion Date (month, day, year) 12/31/2023		
						Actual Completion Date (month, day, year)		
SECTION 3 EMPLOYEES AND SALARIES								
EMPLOYEES AND SALARIES				AS ESTIMATED ON SB-1			ACTUAL	
Current Number of Employees				0			56	
Salaries				0			4,888,301	
Number of Employees Retained				0				
Salaries				0				
Number of Additional Employees				130			56	
Salaries				5,678,400			4,888,301	
SECTION 4 COST AND VALUES								
	MANUFACTURING EQUIPMENT		RESEARCH & DEVELOPMENT EQUIPMENT		LOGISTICAL DISTRIBUTION EQUIPMENT		IT EQUIPMENT	
AS ESTIMATED ON SB-1	COST	ASSESSED VALUE	COST	ASSESSED VALUE	COST	ASSESSED VALUE	COST	ASSESSED VALUE
Values Before Project		\$ 0	\$	\$	\$	\$	\$ 0	\$ 0
Plus: Values of Proposed Project		\$ 2,700,000	\$	\$	\$	\$	\$ 0	\$ 0
Less: Values of Any Property Being Replaced		\$ 0	\$	\$	\$	\$	\$ 0	\$ 0
Net Values Upon Completion of Project		\$ 2,700,000	\$	\$	\$	\$	\$ 0	\$ 0
ACTUAL	COST	ASSESSED VALUE	COST	ASSESSED VALUE	COST	ASSESSED VALUE	COST	ASSESSED VALUE
Values Before Project		\$ 0	\$	\$	\$	\$	\$ 0	\$ 0
Plus: Values of Proposed Project		\$ 2,646,258	\$	\$	\$	\$	\$ 0	\$ 0
Less: Values of Any Property Being Replaced		\$ 0	\$	\$	\$	\$	\$ 0	\$ 0
Net Values Upon Completion of Project		\$ 2,646,258	\$	\$	\$	\$	\$ 0	\$ 0
NOTE: The COST of the property is confidential pursuant to IC 6-1.1-12-1-5.6(c).								
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER								
WASTE CONVERTED AND OTHER BENEFITS				AS ESTIMATED ON SB-1			ACTUAL	
Amount of Solid Waste Converted				0			0	
Amount of Hazardous Waste Converted				0			0	
Other Benefits:				0			0	
SECTION 6 TAXPAYER CERTIFICATION								
I hereby certify that the representations in this statement are true.								
Signature of Authorized Representative <i>Tisha S. Pfeiffer</i>				Title Chief Financial Officer			Date Signed (month, day, year) 05/14/2025	

Motion was made by Councilperson Azar and seconded by Councilperson Dinkel that the meeting be adjourned. Motion carried.

Kelley Duggins
Chief Deputy City Clerk

Todd Nation, President

Michelle L. Edwards, City Clerk