

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Sixth Town Council of Highland
Monday, March 16, 2009**

The regular session of the Twenty-Sixth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, March 16, 2009** at the regular time of 7:00 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Konnie Kuiper, Brian Novak, Mark Herak and Dan Vassar were present. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Also present: Karen Ziants and Laurel Wilson of the Community Events Commission; Mark Roorda of the Town Board of Metropolitan Police Commissioners; LuAnn Jurczak of the Highland School Board and the Redevelopment Commission; Dominic Noce and Greg Kuzmar of the Redevelopment Commission; George Vande Werken of the Economic Development Commission; and Ed Dabrowski of the Park and Recreation Board were also present.

Maria Braun-Perez and Robin Carlascio of Idea Factory

Suzy Barnhart of the United States Bureau of the Census was also present.

Jim Gogolak of the United Steel Workers Local Union 1010 was also present.

Cecile Petro, Redevelopment Director was also present

General Substance of Matters Discussed

1. The Town Council received a presentation from Ms. Barnhart regarding the forthcoming Decennial Census. Ms. Barnhart placed before the Council the desire of the Census to improve the accuracy of the count and to promote awareness of the importance of the Census. It was noted that a point person or liaison be appointed to seek out "movers and shakers" to promote the decennial. Ms. Barnhart also indicated that she is a point of contact with local community.

The discussion included a review of manner in which the Census will be conducted in 2010. She described the use of question assistance centers and the importance of a establishing a complete count committee.

Ms. Barnhart departed at this time. (7:27 p.m.)

2. Ms. Robin Carlascio and Maria Braun-Perez of Idea Factory presented a mock-up design of a proposed newsletter for which they were engaged. The discussion with the Town Council included a review of printing quotes from several printers in town. The prices as rates were presented which included the cost of creative services. The discussion included the budget for frequency of issues and the feasibility of having future sponsors underwrite the costs of the newsletters to be mailed. The discussion included a timetable for production to publication and the desire of the Town Council to have the newsletter's information be as timely as possible.

Idea Factory representatives departed at this time. (7:40 p.m.)

3. The Town Council discussed with Mr. Jim Gogolak the adoption of a buy American Resolution as a sense of the Town Council. Mr. Gogolak invited its adoption by the Town Council. A sample of the recommended resolution was provided.

Mr. Gogolak departed at this time. (7:44 p.m.)

4. The Town Council confirmed its desire for nominees for the Select Centennial Commission. The Town Council also noted the nominees that had been reported by the Community Events Commission.
5. The Redevelopment Director offered a presentation regarding the proposed design standards for the downtown redevelopment area. The Redevelopment Director presented reasons for establishing standards and the merits for having these guidelines in place. The Redevelopment Director also presented the desirability of establishing a design advisory committee that would aid in implementing the design standards as adopted.

Commissioner Kuzmar presented an overview of the elements of the design standards ordinance. It was noted that these standards would exempt existing business owners from making a change unless a substantial reconstruction would take place. Commissioner Kuzmar outlined the process that would trigger the implementation of design standards and how the developer who is working in the redevelopment area is advised of the desired and required standards. It was noted that there were three (3) subdistricts in the Downtown Redevelopment Area: Gateway” subdistrict; Corridor subdistrict and Downtown subdistrict. Commissioner Kuzmar noted that while in most cases the standards are uniform, there are some emphasized development types established for each of the subdistricts along with minor developmental differences such as set back and building heights. It was also noted that the desired motif would be designed around the “midcentury modern” style. There was also a provision for what is called universal design motif.

The Town Council discussed the membership of the design advisory committee, which is proposed to be appointed by the Redevelopment Commission. A discussion ensued regarding how the design committee would interact with the developer and concerns that the committee may inhibit the developers in such a way that development may be hindered. The discussion noted the public forums that solicited the public input in developing the design standards. The discussion included the set-back guidance included in the design standards.

The discussion included the disposition of some legal issues that were raised by the Plan Commission Legal Counsel, Mr. Westland. It was noted that most were being addressed and it was the belief of the Redevelopment Director that these matters would be fully addressed and this would not present a barrier to adoption.

The discussion included whether or not the “new urbanism” that informs the design standards, would possibly eventually become out of date or fall out of favor. The Redevelopment Director suggested that the elements related to greater energy efficiency and other design objectives were likely to endure. The discussion included the importance of “catalyst projects.” The discussion included noting that the proposed design standards are very flexible.

6. The Redevelopment Commissioner discussed her concern and desire for decorative lighting to be included in the current design for the Kennedy Avenue Reconstruction Project. The Redevelopment Commissioner noted that the lighting should be interspersed with so-called “cobra” lighting. She further noted that she has applied for grant money through stimulus package, noting that the decorative lighting would cost approximately \$350,000. She further noted that the lumens must be maintained. She still further noted that the desired decorative

lighting would be more ambient than in the downtown decorative lighting. The Redevelopment Director indicated that she hoped that if the grant moneys did not come, that the Town Council would seek ways and means to finance the lighting while under construction.

Redevelopment and Economic Development Officials departed at this time. (8:55 p.m.)

7. The Town Council discussed the need to act on the memorandum from the police department regarding grant supported increase in staffing. It was noted that this could be taken up at a future meeting.
8. The Town Council discussed the need to schedule a future date for a road site inspection of streets to inform the street repair program for FY 2009.
9. The Town Council discussed the desired disposition of the properties (houses) recently purchased by the Town. The discussion included the desirability of demolishing the house at 3309 Ridge Road and allowing purchase and removal of the house at 3315 Ridge Road to ready the property for future construction plans that may be developed by the Town Council regarding public safety facility and relocating the administrative offices of the Town to the current location of the Fire Station. No determination or decision was made.

There being no further business to come before the Town Council, the regular study session of the Town Council, **of Monday, March 16, 2009**, was adjourned 9:10 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer