

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
WEDNESDAY, October 12, 2016**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met on Wednesday, October 12, 2016 at 6:07 PM in the Upper Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Greg Kuzmar called the meeting to order. Minutes were prepared by Cecile Petro, Redevelopment Director.

ROLL CALL: Commissioners present included Greg Kuzmar, Kathy DeGuilio-Fox, Dominic Noce, Bill Leep, and Ed Dabrowski. Also in attendance were Attorney Carol Green-Fraley, Redevelopment Director Cecile Petro, and School Town of Highland Commissioner Pat Krull.

General Substance of the Discussion

8620 Kennedy

The Commission’s Attorney, Carol Green-Fraley, stated that she had received information from the owner’s attorney regarding leases for the property. She also received a signed affidavit indicating the amount the owners spent improving the property. Commissioners discussed another counter-offer for the property and providing their attorney with the authority to negotiate on behalf of the Commission.

2711 & 2717 Condit

Commissioner Noce stated that he has spoken with the owner and will be meeting with him soon. Commissioners discussed entering into a contract for first right of refusal and/or countering the latest offer from the owner. Commissioners discussed providing their attorney with the authority to negotiate on behalf of the Commission.

8608 Kennedy

The Director reported that one draft appraisal has been received for the property. There are three leases—one commercial and two apartments. Commissioners discussed providing the Attorney with the authority to offer the average of two appraisals to the owner as soon as the second appraisal is received.

Ordinance #1627

Commissioners discussed Ordinance #1627 which was passed by the Town Council and provides several new provisions that impact the Redevelopment Commission. At this time, the Commission will not develop a policy of its own.

Tax Increment Financing

Attorney Green-Fraley will research the statute on Tax Increment Financing (TIF) and report back to the Commission.

Study Session ended at 6:54 PM for the Public Meeting.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING
October 12, 2016**

The Highland Redevelopment Commission ("Commission", "RC") met in a Public Meeting on October 12, 2016 at 7:00 PM in the Upstairs Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Kuzmar called the meeting to order. Taking minutes for the meeting was Director Petro.

ROLL CALL:

Present on roll call included Redevelopment Commissioners Greg Kuzmar, Ed Dabrowski, Dominic Noce, Bill Leep, and Kathy DeGuilio-Fox. Also in attendance were Attorney Carol Green-Fraley, School Town of Highland Commissioner Pat Krull, and Director Cecile Petro.

MINUTES OF PREVIOUS SESSIONS:

Commissioner Deguilio-Fox made a motion to approve the minutes as written for the Public Meeting and Study Session of September 14, 2016 and the Study Session of September 28, 2016. Commissioner Leep seconded the motion. **Motion carried by unanimous voice vote.**

PUBLIC COMMENTS: None

SPECIAL ORDERS: None

COMMUNICATIONS: None

UNFINISHED BUSINESS AND GENERAL ORDERS:

Commissioner DeGuilio-Fox made a motion *to amend the agenda to reflect issues raised during the Study Session regarding properties located at 8620 Kennedy Avenue, 2711 & 2717 Condit Street, and 8608 Kennedy Avenue.* Commissioner Leep seconded the motion. **Motion passed by unanimous voice vote.**

Commissioner Dabrowski made a motion *to provide the authority to the Commission's Attorney to negotiate a purchase offer with the owners and/or their representatives of 8620 Kennedy Avenue and 2711 & 2717 Condit Street.* Commissioner Noce seconded the motion. **Motion carried by unanimous voice vote.**

Commissioner Dabrowski made a motion *to provide the authority to the Commission's Attorney to negotiate an initial purchase offer with the owner or his/her representative of 8608 Kennedy Avenue.* **Motion passed by unanimous voice vote.**

NEW BUSINESS: None

ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Leep made a motion to pay account payables as prepared in the amount of \$74,469.98 which includes the Morris Architect Planners contract items under Addendum B. Commissioner DeGuilio-Fox seconded the motion. **Motion carried by unanimous voice vote.**

BUSINESS FROM THE COMMISSIONERS: None

NEXT MEETING:

The next Public Meeting will be held on November 9, 2016, at 7:00 PM. A Study Session will precede the meeting at 6:00 PM and it may reconvene following the Public meeting. The next full Study Session will be held on October 26, 2016 at 6:00 PM. The next Highland Main Street meeting will be held on Thursday, October 13, 2016 at 6:30 PM. All meetings will take place in the town hall.

ADJOURNMENT: Commissioner Dabrowski made a motion to adjourn the meeting. Commissioner DeGuilio-Fox seconded the motion. **Motion carried by unanimous voice vote to adjourn the meeting at 7:10 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION RECONVENED
October 12, 2016**

The Highland Redevelopment Commission ("Commission"; "RC") reconvened at 7:11 PM in the Upper Conference Room of the Municipal Building at 3333 Ridge Road, Highland, Indiana.

ROLL CALL: Present on silent roll call included Commissioners: Greg Kuzmar, Dominic Noce, Kathy DeGuilio-Fox, Bill Leep, and Ed Dabrowski. Also in attendance were Attorney Carol Green-Fraley, School Town of Highland Commissioner Pat Krull, and Director Petro.

General Substance of the Study Session

Properties located near Highway/Ridge/Osborne Streets

Retown, a developer, has asked to meet with the Commission again to further discuss senior housing at this site. The Study Session on November 9, 2016 has tentatively been set for that meeting.

Town Theatre

The Director presented a new renovation schedule and bidding schedule for completion of the Town Theatre by Morris Architects Planners.

Other Possible Development in Highland

The Director reviewed several new possible developments in the town. Discussion ensued.

Study Session ended at 7:30 PM.

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 094 Redevelopment General					
Dept 0000					
094-0000-20003	OFFICE SUPPLIES	OFFICEMAX INCORPORATED	OFFICE SUPPLIES	5.95	
094-0000-20004	MISC LOCAL SUPPLIES/HOME DEPOT/	ELIZABETH ANN MARES	REIMBURSEMENT/STIPEND-MURAL SUPPLIES	400.00	
094-0000-31001	MUNICIPAL WORK- GENERAL FILE	GREEN & KUCHEL, PC	MUNICIPAL WORK- GENERAL FILE	990.00	
094-0000-31004	MEMBERSHIP LUNCH- SEPT PETRO/RY	HIGHLAND CHAMBER OF COMM	MEMBERSHIP TICKETS- SEPTEMBER	30.00	
094-0000-32002	JULY 2016 TRAVEL	CRCILE PETRO (R)	TRAVEL FOR JULY & AUGUST 2016	78.21	
094-0000-34023	HEALTH	TOWN OF HIGHLAND INS FUN	10/16 D/S REDEVELOPMENT HEALTH PREMIU	1,393.03	
094-0000-34043	LIFE	TOWN OF HIGHLAND INS FUN	10/16 D/S REDEVELOPMENT HEALTH PREMIU	6.64	
094-0000-35008	UTILITIES-8618 KENNEDY-THRU 9/2	NORTHERN IN PUBLIC SERVI	UTILITIES-8618 KENNEDY- THRU 9/23/16	96.30	
094-0000-35008	UTILITIES-2605 CONDT-THRU 9/13	TOWN OF HIGHLAND UTILITI	UTILITIES-2605 CONDT-THRU 9/13/16	10.14	
094-0000-35008	UTILITIES-8618 KENNEDY-THRU 9/1	TOWN OF HIGHLAND UTILITI	UTILITIES-8618 KENNEDY-THRU 9/13/16	40.67	
094-0000-39030	INSURANCE-FEST OF THE TRAIL	CROWEL AGENCY INC.	INSURANCE-FEST OF THE TRAIL	374.13	
094-0000-39030	STREET MUSICIAN- 10/8/16	DAVID BLIXT	STREET MUSICIAN- 10/8/16	150.00	
094-0000-39030	STIPEND-JEWETT STREET MURAL	ELIZABETH ANN MARES	STIPEND-JEWETT STREET MURAL	500.00	
094-0000-39030	STREET MARKET MUSICIAN-9/17/16	GERALD LAWRENCE HUNDT	STREET MARKET MUSICIAN-9/17/16	150.00	
094-0000-39030	STREET MUSICIAN-9/10/16	MICHELE JOSEPHINE VELEZ	STREET MUSICIAN-9/10/16	150.00	
094-0000-39030	STREET MARKET MUSICIAN-8/27/16	MICHELE JOSEPHINE VELEZ	STREET MARKET MUSICIAN-8/27/16	150.00	
094-0000-39030	STREET MARKET MUSICIAN-8/20/16	ROBERT R PEDDERSEN	STREET MARKET MUSICIAN-8/20/16	150.00	
094-0000-39030	STREET MUSICIAN- 8/13/16	WILLIAM HARBINSON	STREET MUSICIAN- 8/13/16	150.00	
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	PAYROLL ACCOUNT	9/16PRL D/S TRANSFER REDEVELOPMENT	4,089.16	25721
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	PAYROLL ACCOUNT	9/30PRL D/S TRANSFER REDEVELOPMENT	4,371.19	25838
		Total For Dept 0000		13,285.42	
		Total For Fund 094 Redevelopment General		13,285.42	

Fund 096 Redevelopment Capital					
Dept 0000					
096-0000-31005	TT ARCHITECT/ENGINEER FEES	MORRIS ARCHITECT PLANNER	TT ARCHITECT/ ENGINEER FEES	59,855.00	
096-0000-31007	UTILITIES-8610/8612 KENNEDY-THR	NORTHERN IN PUBLIC SERVI	UTILITIES-8610/8612 KENNEDY-THRU 9/23	109.57	
096-0000-31007	UTILITIES-2811 JEWETT-THRU 9/23	NORTHERN IN PUBLIC SERVI	UTILITIES-2811 JEWETT-THRU 9/23/16	111.34	
096-0000-31007	UTILITIES-8612 KENNEDY-THRU 9/1	NORTHERN IN PUBLIC SERVI	UTILITIES-2821 JEWETT-THRU 9/23/16	54.37	
096-0000-31007	UTILITIES-8610 KENNEDY-THRU 9/1	TOWN OF HIGHLAND UTILITI	UTILITIES-8612 KENNEDY-THRU 9/13/16	10.14	
096-0000-39013	PAYING AGENT FEE 5/16-4/17	THE HUNTINGTON NATIONAL	UTILITIES-8610 KENNEDY-THRU 9/13/16	10.14	
096-0000-39019	PURCHASE-2711 & 2717 CONDT	GREEN & KUCHEL, PC	PAYING AGENT FEES	350.00	25863
096-0000-39019	8620 KENNEDY PROPERTY	GREEN & KUCHEL, PC	PURCHASE- 2711 & 2717 CONDT	108.00	
		Total For Dept 0000	8620 KENNEDY PROPERTY	576.00	
		Total For Fund 096 Redevelopment Capital		61,184.56	
				61,184.56	

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND
EXP CHECK RUN DATES 09/16/2016 - 10/13/2016
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: 07

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund 094 Redevelopment	13,285.42	
			Fund 096 Redevelopment	61,184.56	
			Total For All Funds:	<u>74,469.98</u>	

Fund Totals: