

**HIGHLAND REDEVELOPMENT COMMISSION  
DISCUSSION TOPICS for STUDY SESSION - DRAFT  
TUESDAY, JUNE 23, 2020  
7:00 P.M.**

This meeting will be convened as an electronic meeting pursuant to Governor Holcomb's Executive Order 20-04 and 20-09, and 20-25 now extended by Executive Order 20-30 through 4 July 2020 allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the emergency.

People may observe the meeting by joining the meeting on the Zoom platform  
<https://zoom.us/j/99004501762?pwd=NWxUYVdTdGJXUjdFdFN4YjJBMjJ1UT09>

Further, persons wishing to offer comment in the meeting may access the electronic meeting by using the preceding Zoom link and adding the Meeting ID: 990 0450 1762 and Password: 418647

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**TUESDAY, June 23, 2020  
7:00 P.M.**

1. Review of Plenary Session Agenda
2. SW Corner Parking Lot Project - Update
3. 2811 Jewett – Garage Reroofing
4. Downtown Streetlight Retrofit or Replacement – Update
5. Town Hall – Re-Opening Protocol
6. Redevelopment Commissioners Comments & Discussion



**Exhibit:**

**TOWN of HIGHLAND WORKPLACE SAFETY MEASURES**

A workplace plan that is in force when a national, state or regional public emergency is in effect involving a public health contagion. (*A plan to safely transition from closed campus and physical plant to incrementally opened.*)

This plan is constructed to at once preserves a safe work environment, foster and protect continuity of government, protect critical functions and optimize in the context of these objectives, quality service to residents of the Town. The Corona Virus COVID 19 is highly contagious and has particularly adverse impacts on human beings.

While gradually relaxing the municipal building closure, the following steps will be taken to ensure the plan and extend and continue services. The following is policy for workers in all municipal facilities of the Town of Highland, performing administrative, clerical and support services. Except for those departments with discretely described additional requirements, these practices shall be observed by all employees:

**1. Employee screening process**

- (a) All employees are required to monitor their own health conditions. It is mandatory that employees perform a self - check of any symptoms of illness. This includes but is not limited to symptoms of fever, shortness of breath, sore throat, body aches, loss of smell to list a few. (If you experience any signs of illness, stay home and contact your Supervisor or their designee). A checklist will be provided to assist with the monitoring.
- (b) All employees will be required to perform daily body temperature checks before coming to work. Employees are *expected* to take their temperature and ensure they are within normal range. Once employees arrive at work, you will be required to acknowledge you took your temperature and it was less than 100 degrees Fahrenheit. Employees will sign off on a brief survey of condition as part of screening.
- (c) A daily log will be maintained by each department that lists the employee by name, the employee's temperature before coming to work and the time of taking the temperature. The employee will sign the log.

**2. Enhanced cleaning and protective practices**

- (a) At the end of each work-day, all surfaces will be wiped down with appropriate cleaning anti-viral wipes. Doorknobs, telephones, computer keypads, copiers and light switches too will be cleaned. *A Checklist will be provided to verify the tasks are completed.*
- (b) A record or log of cleaning will be maintained by department or office.
- (c) After every customer interaction, surface where customer was served shall be wiped down.
- (d) If an employee has a temperature more than 100 degrees Fahrenheit, the employee shall remain stay at home and contact your Supervisor or designee. Your Doctor or Health Care Provider should also be contacted for further direction.
- (e) High Risk employees will be encouraged to remain at home and work remotely, if possible. (*High Risk employees are employees 65 years of age or older and those with pre-existing conditions, such as COPD, asthma or any condition that affects immune response.*)
- (f) If an employee has been in close contact with others while off from work (at home or in the Community) and they have symptoms of COVID - 19, contact your Supervisor or their



designee prior to returning to work, as you may be subject to self-quarantine. If there has been contact, worker may be asked to monitor for up to seven days, with the final three days being symptom free including no fever without using any anti-fever medication.

(g) If a worker has symptoms of COVID – 19 , the worker will be required to self-quarantine for a least (14) days and the last (3) days with zero symptoms, unless you have a negative test result, then you might return after (7) days, with the final three days with days with zero symptoms and or in accordance with CDC guidelines.

(h) *Wipe and wash always.* Hand sanitizers dispensers shall be at the primary entrances and near the access points for major offices at conference room (upper chamber).

(i) For Town Hall: Hand sanitizers at entrance to redevelopment, entrance to building and inspection and inspectors rooms, and for Office of Clerk-Treasurer.

(ii) For Police Station: To be supplied.

(iii) For Central Fire Station: To be supplied.

(iv) For Public Works Facility: To be supplied.

(v) For Lincoln Community Center: To be supplied.

(vi) For Fire Station 2: None

(vii) For Meadows Park Office: To be supplied.

(viii) All workers are highly encouraged to wash hands with soap and water for at least 20 seconds at each break and as frequently as possible.

(ix) If soap and water are not available, use hand sanitizer that contains at least 60% alcohol, as provided by the workplace.

(x) Other important workplace practices that employees are highly encouraged to observe include: • Avoid touching your face (Eyes, nose, mouth, etc.) with unwashed hands • Cover your mouth and nose with a cloth face cover (mask) while around others • Employees shall not congregate around another's work area and to continue to observe social distancing of at least 6 feet of distance.

(i) Workers who count or receive cash or checks shall use appropriate latex, or high-tactile surgical gloves.

(j) If a client or meeting is necessary, all will be convened in a large room as identified below, always, observing the social distancing guidelines, including maintaining six feet or more distance.

(i) For Town Hall: Plenary meeting room.

(ii) For Police Station:

(iii) For Central Fire Station:

(iv) For Public Works Facility:

(v) For Lincoln Community Center:

(vi) For Fire Station 2: No meetings to be convened



- (vii) For Meadows Park Office: no meetings to be convened
- (k) Employer has installed "sneeze guards" and pedestrian routing measures from the front door to the referenced greeting counter.
- (l) For all bathrooms, appropriate touchless soap dispensers shall be installed that can be regularly refilled; Appropriate touchless towel dispensers will be installed as well. These will be permanent.

### 3. Visitor and guest management and safety

- (a) All departments should have conspicuously identified pedestrian routing that designates increments of six feet for social distancing paths for residents and guests to observe as they move through a facility.
- (b) As much as is possible, should public access be restored for administrative meetings or customer transactions, as much as possible try to have meetings by appointment.
- (c) Where meetings by appointment are not practicable, and in all other cases, all public buildings must have a designated staging area, for no more persons than three (3) or less always segregated by six feet social distance guidelines.
- (d) In all cases whether by appointment or not, the parking lots shall serve as a waiting room. Visitors and guests will be instructed to call when they have arrived providing a contact number for the employee to call back. As a service queue becomes available, the resident, guest or visitor will be called to come in greeted by a specified worker.
- (e) When dealing with guests, residents, and visitors, employees shall be provided appropriate face mask to wear for the extent of the visit. Employees are required to wear facial masks while serving customers, and while moving in office. While at desk, masks may be removed. Facial masks if possible, should be disposable and discarded in a special canister or collection bin. Facial masks that are made of cloth must be appropriately laundered frequently.
- (f) Guests, residents, and visitors will be highly encouraged to wear a mask when interacting in any public building.
- (g) Signage shall be conspicuously displayed reminding all to practice social distancing of 6 feet or more, and wear masks, avoid touching face, and frequent hand-washing (as directed by CDC guidance and OSHA.)
- (h) Any part of this policy that is in conflict with CDC guidelines or OSHA requirements is void.

In addition to the foregoing, the following discrete department or functional practices are made policy:

- Public works Street/water/sanitation (on file with the department)
- Fire Fighters (on file with the department)
- Police (on file with the department)
- Parks and Recreation (on file with the department)
- Code Enforcement and Inspections (on file with the department)



Redevelopment Department (on file with the department)

*Pursuant to the Indiana Governor's Order No, 20-26, Section 4 through Section 5, this plan is developed to be posted and issued to all workers of the Town of Highland.*



## Daily Symptoms Check

Date:												
Employee	Temp Degrees	Cough	Shortness of Breath	Sense of Smell	Body Aches	Congestion	Runny Nose	Sore Throat	Inquired			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
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AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
AM		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N			

This will be incorporated with log maintained by each department for employees



HIGHLAND \_\_\_\_\_ DEPARTMENT  
**DAILY SANITIZING CHECKLIST**  
**PROCEDURES FOR USE DURING THE COVID-19 PANDEMIC**

COMMONS

WEEK OF:

<u>OBJECT(S) TO BE CLEANED</u>	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>
	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM
Office and storage room doorknobs	<input type="checkbox"/>				
Office light switches	<input type="checkbox"/>				
Flat surfaces of desks and tables	<input type="checkbox"/>				
Desk and filing cabinet drawer handles	<input type="checkbox"/>				
Lateral file cabinet opening grips	<input type="checkbox"/>				
Desk calculator key pad	<input type="checkbox"/>				
Copier and printer surfaces including keypad, paper drawer handles, inkjet panels;	<input type="checkbox"/>				
Any additional surface that the employee may come into contact with throughout the course of the workday	<input type="checkbox"/>				
Time clock	<input type="checkbox"/>				



HIGHLAND \_\_\_\_\_ DEPARTMENT  
**DAILY SANITIZING CHECKLIST**  
**PROCEDURES FOR USE DURING THE COVID-19 PANDEMIC**

WEEK OF:

<u>OBJECT(S) TO BE CLEANED</u>	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>
	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM
Office and storage room doorknobs	<input type="checkbox"/>				
Office light switches	<input type="checkbox"/>				
Flat surfaces of desks and tables	<input type="checkbox"/>				
Desk and filing cabinet drawer handles	<input type="checkbox"/>				
Lateral file cabinet opening grips	<input type="checkbox"/>				
Desk telephone handset and dial pad	<input type="checkbox"/>				
Workstation keyboard and mouse	<input type="checkbox"/>				
Desk calculator key pad	<input type="checkbox"/>				
Copier and printer surfaces including keypad, paper drawer handles, inkjet panels;	<input type="checkbox"/>				
Any additional surface that the employee may come into contact with throughout the course of the workday	<input type="checkbox"/>				
Check the surrounding area for any other necessary surfaces to sanitize.	<input type="checkbox"/>				



# **AGENDA FOR PLENARY MEETING**

## **HIGHLAND REDEVELOPMENT COMMISSION**

This meeting will be convened as an electronic meeting pursuant to Governor Holcomb's Executive Order 20-04 and 20-09, and 20-25 now extended by Executive Order 20-30 through 4 July 2020 allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the emergency.

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**MONDAY, JUNE 23, 2020**

**7:00 P.M.**

*DRAFT*

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**Roll Call:**

**Commissioner Sean Conley  
Commissioner George Georgeff  
Commissioner Cyril Huerter  
Commissioner Bill Leep  
Commissioner Robyn Radford**

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**Minutes of Previous Sessions:**

1. Approve Minutes of Study Session and Plenary Business Meeting of May 26, 2020.
2. Approve Minutes of Study Session of June 9, 2020.

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**Special Orders:**

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**Public Comment:**

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**Communications:**

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**Unfinished Business and General Orders:**

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**New Business:**

1. **Resolution 2020-20:** A Resolution of the Highland Redevelopment Commission Authorizing Waiver of Primitive Peddler June 2020 Rent as Agreed Upon in the Lease Renewal for May 1, 2020 – April 30, 2021.
2. **Resolution 2020-21:** A Resolution Authorizing Appraisals of Redevelopment-Owned Properties, Pursuant to IC 36-7-14-12.2, and Commissioning Calumet Commercial Appraisals, Inc. and Vale Appraisal Group, MAI Certified Real Estate Appraisers. To Perform Said Appraisals.
3. **Resolution 2020-22:** A Resolution of the Highland Redevelopment Commission Adopting and Authorizing the Expenditure of Pledged Tax Increment from the Highland Downtown Redevelopment Allocation Area Fund for the Downtown Parking Lot Improvement and Enhancement Project in the Total Amount Not-To-Exceed \$900,000.

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**Action to Pay Accounts Payable Vouchers:**

094	Redevelopment General	\$	12,917.70
095	Highland Economic Development	\$	0.00
096	Redevelopment Capital	\$	0.00
101	Redevelopment Bond & Interest	\$	0.00
107	Cardinal Campus Allocation	\$	1,250.00
250	CEDIT Econ. Dev. Income Tax Fund	\$	0.00
	<b>TOTAL</b>	\$	<b>14,167.70</b>

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**Business from the Commissioners:**

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**Next Meeting:** The next full Study Session will be July 14, 2020 and convene at 7:00 PM. The next Plenary Meeting will be held on July 28, 2020 and convene immediately following the Study Session. A study session will precede the plenary meeting at 7:00 PM and reconvene following the plenary business meeting if necessary. The next meeting of Highland Main Street is tentatively scheduled for Thursday, June 2, 2020 at 6:30 PM in the Upper Conference room of the Town Hall.

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**HIGHLAND REDEVELOPMENT COMMISSION  
STUDY SESSION MINUTES - DRAFT  
MONDAY, MAY 26, 2020**

Members of the Highland Redevelopment Commission ("RC", "Commission") met on Tuesday, May 26, 2020 in an electronically convened meeting using the Zoom platform. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb's Executive Order 20-04, and extended by his Order 20-19, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency. The Study Session was called to order at 7:12 p.m. by Commission Vice President Bill Leep.

Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director and Recording Secretary.

**Roll Call:** Commissioners present included Sean Conley, Cyril Huerter, Bill Leep and Robyn Radford. George Georgeff was absent with notice. A quorum was established.

**Additional Officials Present:** Michael Griffin, Highland Clerk-Treasurer; Patrick Krull, School Town of Highland Liaison and non-voting member; Larry Kondrat, Highland Board of Waterworks; John P. Reed, Abrahamson, Reed & Bilse; Roger Sheeman, Council Liaison to the Redevelopment Commission; Ed Dabrowski, IT Consultant and Kathy DeGuilio-Fox, Redevelopment Director.

*Also Present:* Dan Botich, Sr. Economic Development Professional, SEH of Indiana.

**General Substance of the Discussion**

1. **Highland Redevelopment Commission Presentation, pursuant to IC 36-7-25-8, to Overlapping Taxing Units with Respect to 2021 Budget Year Determination for Tax Increment for Highland Allocation Areas.** Director DeGuilio-Fox reminded Commissioners that Dan Botich of SEH was attending this evening to provide the annual presentation to the overlapping taxing units and that the presentation is required by statute.
2. **Review of Plenary Business Meeting Agenda:** Ms. DeGuilio-Fox reviewed the agenda items that the Commissioners were to address during their plenary business meeting.
3. **School Town of Highland Appointment to the Highland Redevelopment Commission:** Ms. DeGuilio-Fox referred everyone to the appointment letter naming Mr. Krull as the School Town of Highland non-voting member of the Highland Redevelopment Commission commencing on July 1, 2020 for a two-year term. Congratulations and welcome back was extended to Pat Krull.
4. **Downtown Streetlight Retrofit or Replacement – Update:** Ms. DeGuilio-Fox reported her conversation with Public Works Director, John Bach. John talked with the distributor of the light poles currently in the downtown. Because of the age of the poles it may not be possible to retrofit and replace the current bulb housing with those compatible with LED bulbs. Mr. Bach dropped off a current light fixture to Hyre Electric for them to look at and will follow up with them.
5. **Highland Main Street – Draft Minutes of May 7, 2020:** Ms. DeGuilio-Fox advised that draft minutes of the May 7, 2020 meeting of the Highland Main Street were in the meeting packet as a result of requests for more information about the Main Street group. No additional questions were asked at this time.
6. **Redevelopment Commissioner Comments:** None

There being no further business the May 26, 2020 study session of the Highland Redevelopment Commission was adjourned at 7:16 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION  
PLENARY MEETING MINUTES - DRAFT  
TUESDAY, MAY 26, 2020**

The Highland Redevelopment Commission ("Commission", "RC") met in an electronically convened meeting using the Zoom platform. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb's Executive Order 20-04, and reinstated by his Order 20-19, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency.

Vice President Bill Leep called the meeting to order at 7:15 p.m. Taking minutes for the meeting was Director Kathy DeGuilio-Fox.

**Roll Call:** Commissioners present on the Zoom meeting were Sean Conley, Cyril Huerter, Bill Leep and Robyn Radford. George Georgeff was absent with prior notice. A quorum was attained.

**Additional Officials Present:** Michael Griffin, Highland Clerk-Treasurer; Patrick Krull, School Town of Highland Liaison and non-voting member; Larry Kondrat, Highland Board of Waterworks; John P. Reed, Abrahamson, Reed & Bilse; Roger Sheeman, Council Liaison to the Redevelopment Commission; Ed Dabrowski, IT Consultant and Kathy DeGuilio-Fox, Redevelopment Director.

*Also Present:* Dan Botich, Sr. Economic Development Professional, SEH of Indiana.

**Minutes of the Previous Sessions:** Commissioner Robyn Radford moved to approve the minutes of the Study Session and Plenary Business meeting of April 28, 2020 and the minutes of the Study Session of May 12, 2020. Commissioner Sean Conley seconded the motion. There was no discussion. Upon a roll call vote, the motion passed. The minutes were approved by a vote of four affirmatives and no negatives.

**Special Orders: Highland Redevelopment Commission Annual Presentation,** pursuant to IC 36-7-25-8. To Overlapping Taxing Units with Respect to the 2021 Budget Year Determination for Tax Increment for Highland Allocation Areas: Dan Botich, Sr. Economic Development Professional with SEH of Indiana joined the meeting to present the annual report. Although the report was not available prior to the meeting it is attached to the minutes. At the end of the presentation discussion ensued. None of the overlapping taxing units were identified as participating in the meeting.

**Public Comment:** None

**Communications:** None

**Unfinished Business and General Orders:** None

**New Business:**

1. **Resolution 2020-17: A Resolution of the Highland Redevelopment Commission Approving a License Agreement with the Northern Indiana Public Service Company for Use of the Licensed Area in Accordance with the Terms of the License Agreement and as Further Defined in the Agreement:** Director DeGuilio-Fox asked if there were any further questions or additional discussion in this regard. Hearing none, President Georgeff asked for a motion to approve Resolution 2020-11. Commissioner Bill Leep moved to approve Resolution 2020-11. Commissioner Sean Conley seconded the motion. Upon a roll call vote the motion passed by a vote of five affirmatives and no negatives.

2. **Resolution 2020-12: A Resolution of the Highland Redevelopment Commission Authorizing Waiver of Primitive Peddler May 2020 Rent as Agreed Upon in the Lease Renewal for May 1, 2020 – April 30, 2021.** As discussed during the study session preceding the plenary meeting, the Commissioners understood that Ms. Ellis, owner of the Primitive Peddler, had requested waiver of May 2020 rent based upon a loss of revenues caused by closure of all non-essential businesses by Governor Holcomb through Executive Order 20-02, and subsequent Executive Orders as issued by Governor Holcomb, in addressing the public health emergency created by the COVID-19 pandemic. Commissioner Cyril Huerter moved to authorize Resolution 2020-20 to waive the May 2020 rent owed by Mary Ellis as owner of the Primitive Peddler. Commissioner Sean Conley seconded the motion. There being no further discussion Vice President Leep called for a roll call vote. Upon a roll call vote the motion passed by a vote of four affirmatives and no negatives.
3. **Resolution 2020-18: A Resolution of the Highland Redevelopment Commission to Amend Resolution 2019-27 and Provide a Completion Extension for a Commercial Property Façade Improvement Grant to Antonio Belmonte, The Belmonte Family Limited Partnership of Property Located at 2907 Jewett Street.** As discussed during the study session recognizes that mobilizing a construction crew to complete interior and façade renovations were affected by Executive Order 20-02, and subsequent executive orders as issued by Governor Holcomb, as he addressed the public health emergency created by the COVID-19 pandemic. There being no further discussion on this matter Vice President Leep called for a motion to adopt and approve Resolution 2020-18 and grant the request of the award recipient to amend Resolution 2019-27 and allow for a project completion extension. Commission Huerter moved to adopt Resolution 2020-18. Commissioner Robyn Radford seconded the motion. There was no further discussion. Vice President Leep called for a roll call vote. Upon a roll call vote the motion passed by a vote of four affirmatives and no negatives.
4. **Resolution 2020-19: A Resolution of the Highland Redevelopment Commission Approving an Agreement for Gluth Brothers Roofing Company, Inc. to Provide Roof Replacement Services for Redevelopment-Owned Property Located at 2811 Jewett Street.** As discussed during the study session preceding the plenary meeting the garage building owned by the Redevelopment Commission is in need of a new roof and has not been done in the six (6) years that the Commission has owned the property. There was no further discussion on the matter. Vice President Leep called for a motion. Commissioner Huerter moved to approve the agreement, in the amount of \$16,689.00, with Gluth Brothers Roofing Company, Inc. Commissioner Conley seconded the motion. Vice President Leep called for a roll call vote. Upon a roll call vote the motion passed by a vote of four affirmatives and no negatives.

**Action to Pay Accounts Payable Vouchers:** Commissioner Radford made a motion to pay accounts payable vouchers as filed on the pending accounts payable docket, covering the period April 30, 2020 through May 27, 2020 and the payroll dockets for April 24, 2020 and May 8, 2020 as presented, in the amount of \$20,303.54. Commissioner Huerter seconded the motion to approve the Accounts Payable Vouchers. Upon a roll call vote the motion passed with four affirmative votes and no negatives.

**Vendors Accounts Payable Docket:**

**Redevelopment General Fund, \$15,556.93; Redevelopment Capital Fund, \$4,746.61; Redevelopment Bond & Interest, \$0.00 and CEDIT Economic Development Income Tax Fund, \$0.00. Total: \$20,303.54.**

**Payroll Docket for Payday of April 24, 2020 and May 8, 2020: Redevelopment Department: Total Payroll: \$8009.60.**

**Business from the Commissioners:** Commissioner Radford asked about the senior living facility and how the process works once a developer has approached the Town with a potential project. Clerk-Treasurer Griffin explained in detail how the process works and the various commissions that participate in the decision-making process. Commissioner Radford was also informed that the potential project and petition by the developer was currently before the Plan Commission Discussion ensued. The Commissioners were encouraged to attend Plan Commission meetings to better understand what was being discussed and how the process works. No other comments or discussion ensued.

**Next Meeting:** The next Study Session is scheduled for Tuesday, June 9, 2020. The next Public Meeting will convene on Tuesday, June 23, 2020 immediately following the study session. A Study Session will precede the public meeting and reconvene following the public meeting, if deemed necessary. The next meeting of the Highland Main Street is scheduled to convene on Thursday, June 4, 2020 at 6:30 p.m. In response to the Executive Orders issued by Governor Holcomb in response to the COVID-19 pandemic, a decision will be made as to whether meetings will be convened electronically or if the opening of the Town Hall will allow for a public meeting to be held in Council Chambers.

**Adjournment:** There being no further business of the Highland Redevelopment Commission, Commissioner Radford made a motion to adjourn the meeting. Commissioner Conley seconded the motion. Upon a roll call vote, the motion passed with four affirmatives and no negatives. The May 26, 2020 public meeting of the Highland Redevelopment Commission was adjourned at 8:34 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary



Town of Highland, Indiana  
Highland Redevelopment Commission

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# Overview of Allocation Areas to Overlapping Taxing Units

*Pursuant to I.C. 36-7-25-8, Subsection (a)*

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May 26, 2020



**PRESENTER:**

Dan Botich, Sr. Economic Development Professional  
SEH of Indiana, LLC  
9200 Calumet Avenue, Suite N300  
Munster, IN 46321-2885  
Direct: (219) 513-2516  
Email: [dbotich@sehinc.com](mailto:dbotich@sehinc.com)

# Indiana Code 36-7-25-8

Pursuant to I.C. 36-7-25-8(a), each year the redevelopment commission must annually present information for the governing bodies of all taxing units who have territory within an allocation area.

The information must include the following:

- The Commission's budget with respect to allocated property tax proceeds.
- The long-term plan(s) for the allocation area.
- The (tax rate and tax levy) impact on each of the taxing units.



# Overlapping Taxing Units

The governing bodies of all taxing units who have territory within allocation areas designated by the Highland Redevelopment Commission within the Highland Redevelopment District (which is contiguous with the Town's Corporate Boundaries) include:

- Lake County;
- North Township;
- Town of Highland;
- Town of Highland School Corporation;
- Lake County Public Library;
- Highland Sanitary District;
- Highland Water District; and
- Lake County Solid Waste Management District.



*(Through December 31, 2018)*

## **Designated Allocation Areas**

The Highland Redevelopment Commission has designated the following allocation areas within redevelopment project areas of the Highland Redevelopment District for the purpose of utilizing tax increment financing (“TIF”) - either: (i) pay-as-you-go or (ii) obligational financing - to implement the respective redevelopment plan or economic development plan of the Commission:

- **Highland Downtown Allocation Area (1997)**,  
within the Highland (Downtown) Redevelopment Area
- **Highland Acres Allocation Area (2007)**,  
within the Highland Acres Economic Development Area
- **Commercial Corridors Allocation Area (2011)**,  
within the Commercial Corridors Redevelopment Area
- **Cardinal Campus Allocation Area (2018)**,  
within the Highland Acres Economic Development Area



# Allocation Area Sunset Dates

Allocation Area Name	Number of Parcels	Base Date	End of Allocation Provision	Sunset Date
Commercial Corridors (Original) (a)	380	March 1, 2010	February 22, 2036	January 1, 2035
Commercial Corridors (Expansion) (b)	3	January 1, 2018	November 18, 2043	January 1, 2043
Sub-Total of Parcels in Allocation Area:	383			
Downtown (Original) (c)	344	March 1, 1997	May 27, 2027	January 1, 2027
Downtown (Expansion 1) (d)	47	March 1, 2003	October 21, 2033	January 1, 2033
Downtown (Expansion 2) (e)	15	March 1, 2005	November 8, 2035	January 1, 2035
Downtown (Expansion 3) (f)	4	March 1, 2006	August 5, 2036	January 1, 2036
Downtown (Expansion 4) (g)	1	March 1, 2007	July 10, 2037	January 1, 2037
Downtown (Expansion 5) (h)	1	March 1, 2008	May 27, 2038	January 1, 2038
Sub-Total of Parcels in Allocation Area:	412			
Highland Acres (Original) (i)	9	March 1, 2007	October 9, 2037	January 1, 2037
Cardinal Campus (Original) (j)	5	January 1, 2018	January 21, 2043	January 1, 2043
Grand Total of Parcels in Allocation Areas:	809			

## Resolution Numbers, Dates and Allocation Area Life

- (a) Date of Designation: February 23, 2011; Resolution No. 2011-06; Life of AA: 25 Years
- (b) Date of Designation: November 19, 2019; Resolution No. 2018-18; Life of AA: 25 Years
- (c) Date of Designation: May 28, 1997; Resolution No. 97-1; Life of AA: 30 Years
- (d) Date of Designation: October 22, 2003; Resolution No. 2003-01; Life of AA: 30 Years
- (e) Date of Designation: November 9, 2005; Resolution No. 2005-11; Life of AA: 30 Years
- (f) Date of Designation: August 6, 2006; Resolution No. 2006-10; Life of AA: 30 Years
- (g) Date of Designation: July 11, 2007; Resolution No. 2007-07; Life of AA: 30 Years
- (h) Date of Designation: May 28, 2008; Resolution No. 2008-03; Life of AA: 30 Years
- (i) Date of Designation: October 10, 2007; Resolution No. 2007-10; Life of AA: 30 Years
- (j) Date of Designation: January 22, 2018; Resolution No. 2018-01; Life of AA: 25 Years



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Town of Highland, Indiana  
Highland Redevelopment Commission

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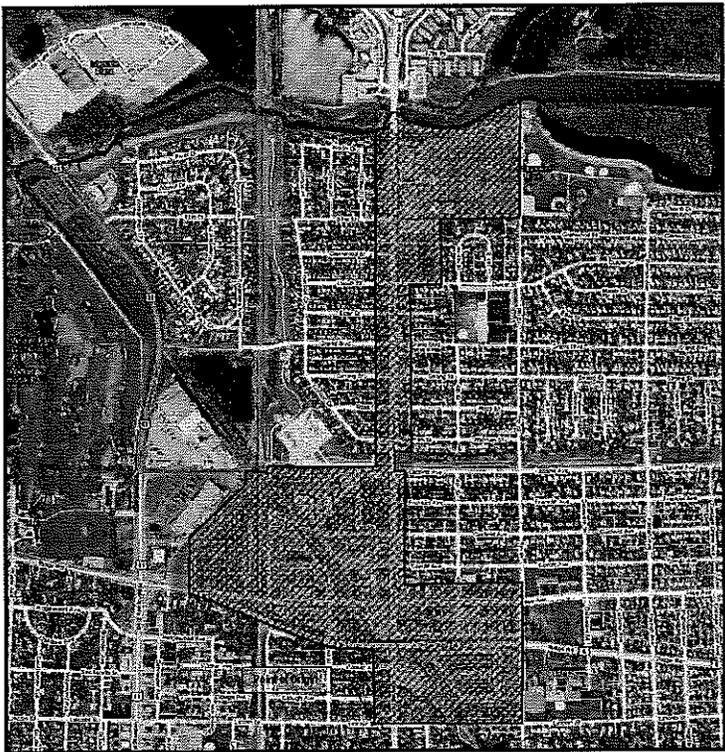
# Overview of Allocation Areas to Overlapping Taxing Units

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**Highland Downtown Allocation Area (1997),**  
within the Highland (Downtown) Redevelopment Area



# Highland Downtown Allocation Area



Highland Redevelopment Area and Allocation Area  
(Resolution No. 2011-04, January 12, 2011)

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# Highland Downtown Allocation Area

Name of Area: Highland (Downtown) Redevelopment Area  
 Name of Allocation Area: Highland Downtown Allocation Area  
 DLGF Code: T45452  
 Allocation Fund: Highland Downtown TIF (Fund Number 98)

## Creation and Designation

	<u>Original</u>	<u>Amendment</u>	<u>Amendment</u>
Date of Designation:	May 28, 1997	October 22, 2003	November 9, 2005
Resolution Number:	97-1	2003-01	2005-11
Base Assessment Date:	March 1, 1997	March 1, 2003	March 1, 2005
Sunset Date:			

	<u>Amendment</u>	<u>Amendment</u>	<u>Amendment</u>
Date of Designation:	August 9, 2006	July 11, 2007	May 28, 2008
Resolution Number:	2006-10	2007-07	2008-03
Base Assessment Date:	March 1, 2006	March 1, 2007	March 1, 2008
Sunset Date:			

	<u>Amendment</u>
Date of Designation:	January 12, 2011
Resolution Number:	2011-04
Base Assessment Date:	March 1, 2008
Sunset Date:	January 1, 2038

## Assessed Values

Pay Year	Net Assessed Value	Base Assessed Value	Captured Assessed Value	Tax Increment Distributions
2019	\$ 46,669,875	\$ 40,693,082	\$ 5,976,793	\$ 175,434
2020	49,482,863	43,330,983	6,151,880	-

## Obligations

<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
-------------------------	----------------------	----------------------

There are no outstanding obligations in the Highland Downtown Allocation Area.



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# Highland Downtown Allocation Area

## Five Year Cash Flow Highland Downtown Allocation Area

	Actual	Anticipated	Estimated		
	Prior Year	Current Year	Out Years		
	2019	2020	2021	2022	2023
Beginning Balance (1/1):	\$ 923,932.22	\$ 1,098,789.61	\$ 1,271,195.61	\$ 1,443,605.61	\$ 1,616,015.61
<u>Revenues:</u>					
TIF Distribution	\$ 174,857.39	\$ 172,406.00	\$ 172,410.00	\$ 172,410.00	\$ 172,410.00
Line Item #2	-	-	-	-	-
Total:	\$ 174,857.39	\$ 172,406.00	\$ 172,410.00	\$ 172,410.00	\$ 172,410.00
<u>Disbursements:</u>					
Line Item #1	-	-	-	-	-
Total:	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance (12/31):	\$ 1,098,789.61	\$ 1,271,195.61	\$ 1,443,605.61	\$ 1,616,015.61	\$ 1,788,425.61



Town of Highland, Indiana  
Highland Redevelopment Commission

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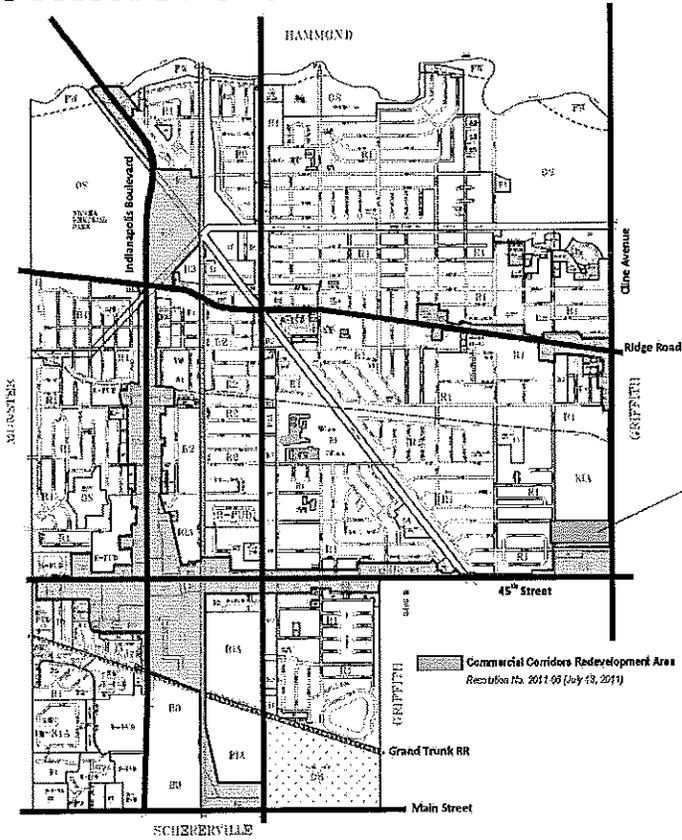
# Overview of Allocation Areas to Overlapping Taxing Units

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**Commercial Corridors Allocation Area (2011),**  
Within the Commercial Corridors Redevelopment Area



# Commercial Corridors Allocation Area



2018 Allocation Area Modification  
November 19, 2018



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# Commercial Corridors Allocation Area

Name of Area: Commercial Corridors Redevelopment Area  
 Name of Allocation Area: Commercial Corridors Allocation Area  
 DLGF Code: T45453  
 Allocation Fund: Commercial Corridor (Fund Number 100)

## Creation and Designation

	Original	Amendment
Date of Designation:	February 23, 2011	November 19, 2018
Resolution Number:	2011-06	2018-18
Base Assessment Date:	March 1, 2010	January 1, 2018
Sunset Date:	January 1, 2040	January 1, 2043

## Assessed Values

Pay Year	Net Assessed Value	Base Assessed Value	Captured Assessed Value	Tax Increment Distributions
2019	\$ 181,119,580	\$ 155,894,947	\$ 25,224,633	\$ 735,357
2020	190,536,155	160,426,210	30,109,945	-

## Obligations

Principal Amount	Interest Rate	Maturity Date
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There are no outstanding obligations in the Commercial Corridors Allocation Area.



# Commercial Corridors Allocation Area

## Five Year Cash Flow Commercial Corridors Allocation Area

	Actual	Anticipated	Estimated		
	Prior Year	Current Year	Out Years		
	2019	2020	2021	2022	2023
Beginning Balance (1/1):	\$ 2,135,789.38	\$ 2,859,159.94	\$ 3,702,990.94	\$ 4,546,820.94	\$ 5,390,650.94
<b>Revenues:</b>					
TIF Distribution	\$ 723,370.56	\$ 843,831.00	\$ 843,830.00	\$ 843,830.00	\$ 843,830.00
Line Item #2	-	-	-	-	-
<b>Total:</b>	\$ 723,370.56	\$ 843,831.00	\$ 843,830.00	\$ 843,830.00	\$ 843,830.00
<b>Disbursements:</b>					
Debt Service Obligations	-	-	-	-	-
Line Item #1	-	-	-	-	-
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance (12/31):	\$ 2,859,159.94	\$ 3,702,990.94	\$ 4,546,820.94	\$ 5,390,650.94	\$ 6,234,480.94



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Town of Highland, Indiana  
Highland Redevelopment Commission

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# Overview of Allocation Areas to Overlapping Taxing Units

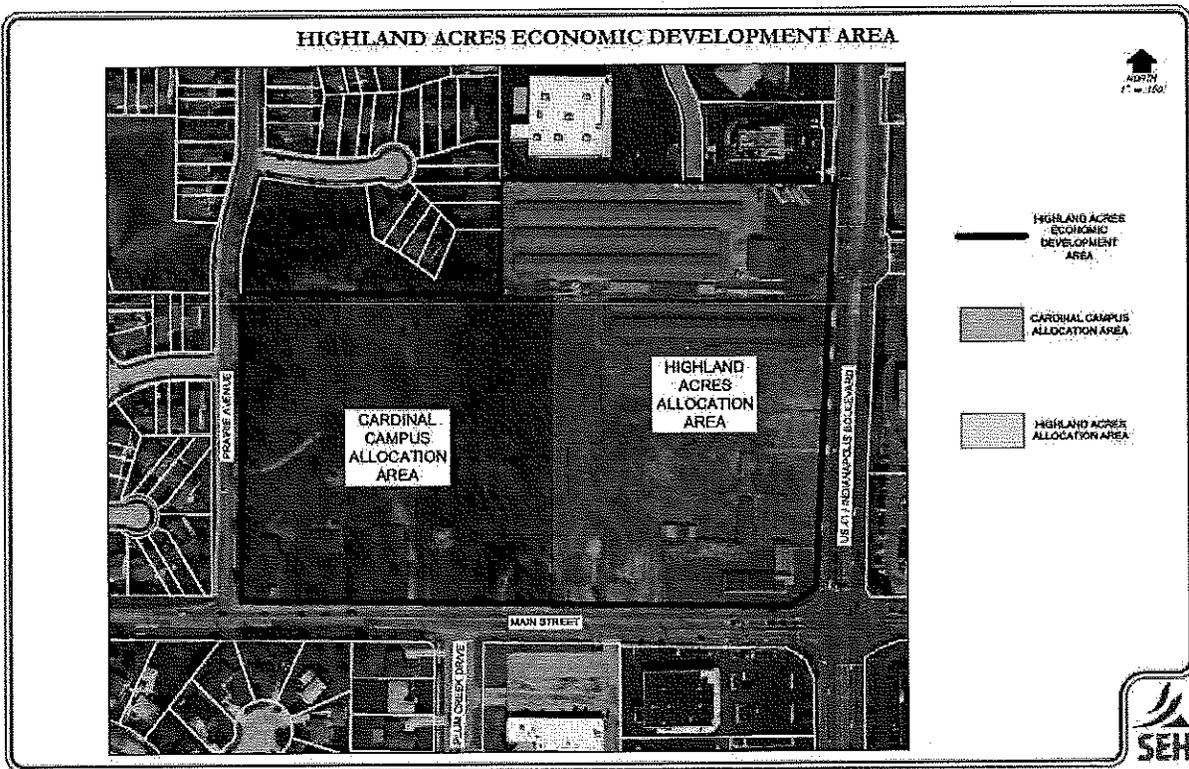
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**Highland Acres Allocation Area (2007),**  
within the Highland Acres Economic Development Area



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# Highland Acres Allocation Area



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# Highland Acres Allocation Area

Name of Area: Highland Acres Economic Development Area  
 Name of Allocation Area: Highland Acres Allocation Area  
 DLGF Code: T45451  
 Allocation Fund: Highland Acres TIF (Fund Number 99)

## Creation and Designation

	<u>Original</u>	<u>Amendment</u>
Date of Designation:	October 10, 2007	January 22, 2018
Resolution Number:	2007-10	2018-01
Base Assessment Date:	March 1, 2007	January 1, 2018
Sunset Date:	January 1, 2037	January 1, 2043

## Assessed Values

Pay Year	Net Assessed Value	Base Assessed Value	Captured Assessed Value	Tax Increment Distributions
2019	\$ 5,509,300	\$ 1,141,012	\$ 4,368,288	\$ 129,034
2020	5,625,800	1,165,149	4,460,651	-

## Obligations

<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
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There are no outstanding obligations in the Highland Acres Allocation Area.



# Highland Acres Allocation Area

## Five Year Cash Flow Highland Acres Allocation Area

	Actual	Anticipated	Estimated		
	Prior Year	Current Year	Out Years		
	2019	2020	2021	2022	2023
Beginning Balance (1/1):	\$ 350,983.55	\$ 480,017.34	\$ 605,027.34	\$ 730,037.34	\$ 855,047.34
<b>Revenues:</b>					
TIF Distribution	\$ 129,033.79	\$ 125,010.00	\$ 125,010.00	\$ 125,010.00	\$ 125,010.00
Line Item #2	-	-	-	-	-
<b>Total:</b>	\$ 129,033.79	\$ 125,010.00	\$ 125,010.00	\$ 125,010.00	\$ 125,010.00
<b>Disbursements:</b>					
Line Item #1	-	-	-	-	-
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance (12/31):	\$ 480,017.34	\$ 605,027.34	\$ 730,037.34	\$ 855,047.34	\$ 980,057.34



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Town of Highland, Indiana  
Highland Redevelopment Commission

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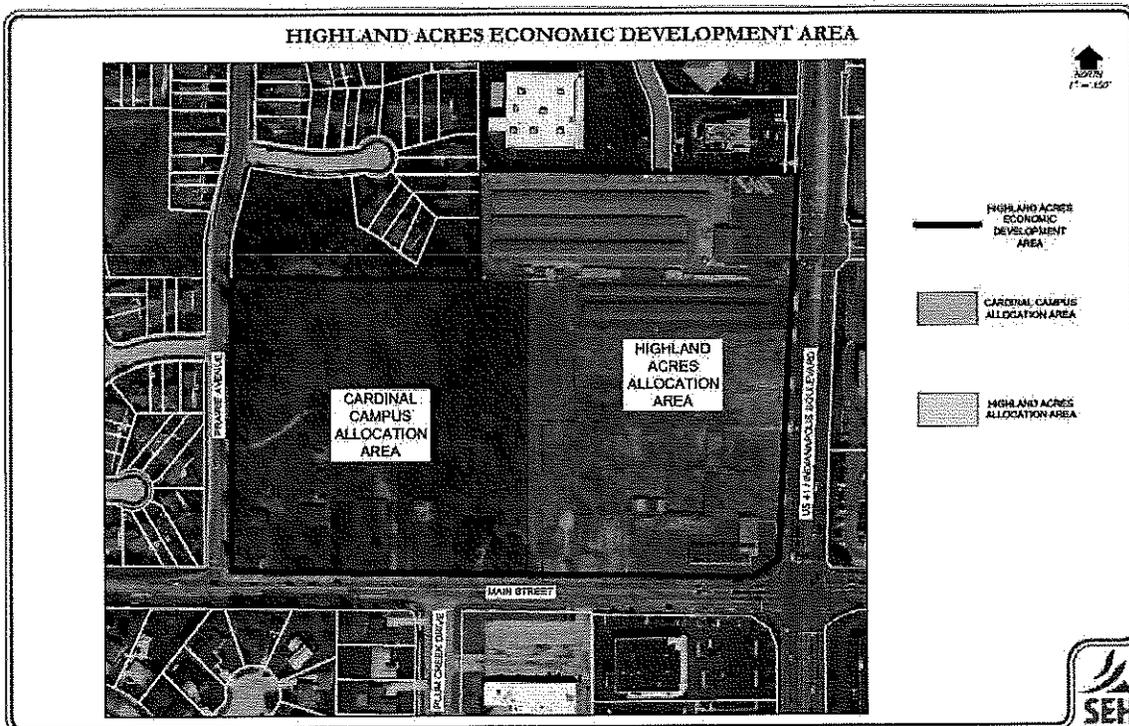
# Overview of Allocation Areas to Overlapping Taxing Units

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**Cardinal Campus Allocation Area (2018),**  
within the Highland Acres Economic Development Area



# Cardinal Campus Allocation Area



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# Cardinal Campus Allocation Area

Name of Area: Highland Acres Economic Development Area  
 Name of Allocation Area: Cardinal Campus Allocation Area  
 DLGF Code: T45454  
 Allocation Fund:

## Creation and Designation

	Original	Amendment (creation of AA)
Date of Designation:	October 10, 2007	January 22, 2018
Resolution Number:	2007-10	2018-01
Base Assessment Date:	March 1, 2007	January 1, 2018
Sunset Date:	January 1, 2037	January 1, 2043

## Assessed Values

Pay Year	Net Assessed Value	Base Assessed Value	Captured Assessed Value	Tax Increment Distributions
2019	\$ 3,070,200	\$ 456,250	\$ 2,613,950	\$ 83,341
2020	8,069,800	456,250	7,613,550	-

## Obfigations

	Principal Amount	Interest Rate	Maturity Date
Economic Development Revenue Bonds, Series 2018 (Cardinal Campus Project)	\$ 5,810,000	1.00%	2/1/2038



# Cardinal Campus Allocation Area

## Five Year Cash Flow Cardinal Campus Allocation Area

	Actual	Anticipated	Estimated		
	Prior Year	Current Year	Out Years		
	2019	2020	2021	2022	2023
Beginning Balance (1/1):	\$ -	\$ 38,606.41	\$ (111,268.59)	\$ 80,109.41	\$ 487,585.41
<b>Revenues:</b>					
TIF Distribution	\$ 83,341.00	\$ 197,500.00	\$ 535,853.00	\$ 749,051.00	\$ 901,654.00
Line Item #2	-	-	-	-	-
Total:	\$ 83,341.00	\$ 197,500.00	\$ 535,853.00	\$ 749,051.00	\$ 901,654.00
<b>Disbursements:</b>					
Debt Service Obligations	44,734.59	347,375.00	344,475.00	341,575.00	348,650.00
Line Item #2	-	-	-	-	-
Total:	\$ 44,734.59	\$ 347,375.00	\$ 344,475.00	\$ 341,575.00	\$ 348,650.00
Ending Balance (12/31):	\$ 38,606.41	\$ (111,268.59)	\$ 80,109.41	\$ 487,585.41	\$ 1,040,589.41



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Town of Highland, Indiana  
Highland Redevelopment Commission

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# Overview of Allocation Areas to Overlapping Taxing Units

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**Allocation Areas Outlook**  
Anticipated Projects and/or Programs by Allocation Area



# Allocation Areas Outlook

## Planned and Anticipated Project & Programs for Redevelopment and Economic Development

### Downtown Allocation Area

- Reconstruction of municipal parking lot located at the southwest corner of Highway Avenue and Kennedy Avenue.
- Construction of public restroom facility on bike trail crossing the municipal lot located at the southwest corner of Highway Avenue and Kennedy Avenue.
- Potential acquisition of the Khatra Petro gas station located at 2744 Highway Avenue.
- Potential acquisition of properties located at 8715, 8717, 8719 and 8721 Kennedy Avenue.
- Potential acquisition of properties located at 8436 Kennedy Avenue.
- Improvement of roadway intersections located at Highway Avenue and 2<sup>nd</sup> Street and Highway Avenue and 4<sup>th</sup> Street.
- Sanitary sewer improvement of 1<sup>st</sup> Street from Highway Avenue north to Condit Street.

### Commercial Corridors Allocation Area

- Ernie Strack Drive road improvement project.
- Kleinman Road improvement project.
- Potential acquisition of properties.



Town of Highland, Indiana  
Highland Redevelopment Commission

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# Overview of Allocation Areas to Overlapping Taxing Units

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**Tax (Rate and Levy) Impacts of Allocation Areas**  
Estimated as a Result of Total Captured Assessment for the  
January 1, 2019 Assessment Date for Taxes Payable in 2020



# Tax Impact – Totals for Tax Unit 026 (Highland)

Total of Captured Assessment (January 1, 2018 Pay 2019) –  
All Allocation Areas:

**\$38,183,664**

Assessment Year (January 1, ___): Collection Year:	2019 Pay 2020	Percentage of Gross Rate	If Assessment NOT Captured		
			Tax Rate Impact	Estimated Pay 2019 Rate	Cumulative Fund Impact
<b>Total Rate</b>	<b>\$ 2.8919</b>	<b>100.00%</b>	<b>\$ (0.063228)</b>	<b>\$ 2.8287</b>	<b>\$ 36,084</b>
LOIT PTRC Percentage:	15.3113%		(6.32) c		
Effective Net Tax Rate:	\$ 2.4491				



**NOTE:**

- (1) Funds controlled by a State statute maximum tax rate or are cumulative funds.
- (1a) Cumulative fund not controlled, which is sensitive to the tax rate. A taxing unit may only have one controlled fund.



# Tax Impact – Lake County

Assessment Year (January 1, ____): Collection Year:	2019 Pay 2020	Percentage of Gross Rate	Certified Assessment	Certified Levy	Captured Assessed Value	Adjusted Not Assessed Valuation	Adjusted Tax Rate	Percent Impact to NAV	If Assessment NOT Captured			
									Tax Rate Impact	Estimated Pay 2019 Rate	Cumulative Fund Impact	
<b>Lake County</b>												
General	\$ 0.4866	16.83%	\$ 24,170,250,907	\$ 117,612,441	\$ 38,183,664	\$ 24,208,434,571	0.4858	0.1580%	\$ (0.000768)	\$ 0.4858	\$ -	
2015 Reassessment	0.0106	0.37%	24,170,250,907	2,562,047	38,183,664	24,208,434,571	0.0106	0.1580%	(0.000017)	0.0106	-	
Debt Service	0.0465	1.61%	24,170,250,907	11,239,167	38,183,664	24,208,434,571	0.0464	0.1580%	(0.000073)	0.0464	-	
(1) Cumulative Bridge	0.0098	0.34%	24,170,250,907	2,368,685	38,183,664	24,208,434,571	0.0098	0.1580%	-	0.0098	3,742	
Health	0.0044	0.15%	20,255,469,248	891,241	38,183,664	20,293,652,912	0.0044	0.1885%	(0.000008)	0.0044	-	
Drain Improvement	0.0073	0.25%	24,170,250,907	1,764,428	38,183,664	24,208,434,571	0.0073	0.1580%	(0.000012)	0.0073	-	
PSAP-Operating	0.0430	1.49%	21,509,178,111	9,248,947	38,183,664	21,547,361,775	0.0429	0.1775%	(0.000076)	0.0429	-	
County School Distribution / Supplemental	0.0155	0.54%	24,170,250,907	3,746,389	38,183,664	24,208,434,571	0.0155	0.1580%	(0.000024)	0.0155	-	
Park and Recreation	0.0199	0.69%	24,170,250,907	4,809,980	38,183,664	24,208,434,571	0.0199	0.1580%	(0.000031)	0.0199	-	
Park Bond	0.0041	0.14%	24,170,250,907	990,980	38,183,664	24,208,434,571	0.0041	0.1580%	(0.000006)	0.0041	-	
Park Bond #2	0.0041	0.14%	24,170,250,907	990,980	38,183,664	24,208,434,571	0.0041	0.1580%	(0.000006)	0.0041	-	
(1) Cumulative Capital Development	0.0314	1.09%	24,170,250,907	7,589,459	38,183,664	24,208,434,571	0.0314	0.1580%	-	0.0314	11,990	
<b>Total County Rate</b>	<b>\$ 0.6832</b>	<b>23.62%</b>		<b>\$ 163,814,644</b>					<b>\$ (0.001022)</b>	<b>\$ 0.6822</b>		



# Tax Impact – North Township

Assessment Year (January 1, ____): Collection Year:	2019 Pay 2020	Percentage of Gross Rate	Certified Assessment	Certified Levy	Captured Assessed Value	Adjusted Net Assessed Valuation	Adjusted Tax Rate	Percent Impact to NAV	If Assessment NOT Captured			
									Tax Rate Impact	Estimated Pay 2019 Rate	Cumulative Fund Impact	
<b>North Township</b>												
General	\$ 0.0112	0.39%	\$ 7,677,359,760	\$ 859,864	\$ 38,183,664	\$ 7,715,543,424	\$0.0111	0.4974%	\$ (0.000055)	\$ 0.0111	\$ -	
Township Assistance (Poor Relief)	0.0543	1.88%	7,677,359,760	4,168,806	38,183,664	7,715,543,424	0.0540	0.4974%	(0.000269)	0.0540	-	
Recreation	0.0084	0.29%	7,677,359,760	644,898	38,183,664	7,715,543,424	0.0084	0.4974%	(0.000042)	0.0084	-	
(1) Cumulative Park and Recreation	0.0058	0.20%	7,677,359,760	445,287	38,183,664	7,715,543,424	0.0058	0.4974%	-	0.0058	2,215	
<b>Total Township Rate</b>	<u>\$ 0.0797</u>	<u>2.76%</u>		<u>\$ 6,118,855</u>					<u>\$ (0.000366)</u>	<u>\$ 0.0793</u>		



# Tax Impact – Town of Highland

Assessment Year (January 1, ___): Collection Year:	2019 Pay 2020	Percentage of Gross Rate	Certified Assessment	Certified Levy	Captured Assessed Value	Adjusted Net Assessed Valuation	Adjusted Tax Rate	Percent Impact to NAV	If Assessment NOT Captured			
									Tax Rate Impact	Estimated Pay 2019 Rate	Cumulative Fund Impact	
<b>Town of Highland</b>												
General	\$ 0.4817	16.66%	\$ 1,179,596,819	\$ 5,682,118	\$ 38,183,664	\$ 1,217,780,483	\$0.4666	3.2370%	\$ (0.015104)	\$ 0.4666	\$ -	
Debt Service	0.0937	3.24%	1,179,596,819	1,105,282	38,183,664	1,217,780,483	0.0908	3.2370%	(0.002938)	0.0908	-	
Police Pension	0.0002	0.01%	1,179,596,819	2,359	38,183,664	1,217,780,483	0.0002	3.2370%	(0.000006)	0.0002	-	
Park and Recreation	0.0995	3.44%	1,179,596,819	1,173,699	38,183,664	1,217,780,483	0.0984	3.2370%	(0.003120)	0.0984	-	
Park Bond	0.1261	4.36%	1,179,596,819	1,487,472	38,183,664	1,217,780,483	0.1221	3.2370%	(0.003954)	0.1221	-	
(1) Cumulative Capital Development	0.0475	1.64%	1,179,596,819	560,308	38,183,664	1,217,780,483	0.0475	3.2370%	-	0.0475	18,137	
Redevelopment General	0.0228	0.79%	1,179,596,819	268,948	38,183,664	1,217,780,483	0.0221	3.2370%	(0.000715)	0.0221	-	
Redevelopment Revenue Bond	0.0181	0.63%	1,179,596,819	213,507	38,183,664	1,217,780,483	0.0175	3.2370%	(0.000568)	0.0175	-	
<b>Total Corporation Rate</b>	<b>\$ 0.8896</b>	<b>30.76%</b>		<b>\$ 10,483,693</b>					<b>\$ (0.026404)</b>	<b>\$ 0.8632</b>		



# Tax Impact – School Town of Highland

Assessment Year (January 1, ___): Collection Year:	2019 Pay 2020	Percentage of Gross Rate	Certified Assessment	Certified Levy	Captured Assessed Value	Adjusted Net Assessed Valuation	Adjusted Tax Rate	Percent Impact to NAV	If Assessment NOT Captured		
									Tax Rate Impact	Estimated Pay 2019 Rate	Cumulative Fund Impact
<u>Highland Town School Corporation</u>											
Debt Service	\$ 0.5840	20.19%	\$ 1,179,596,819	\$ 6,888,945	\$ 38,183,664	\$ 1,217,780,483	\$ 0.5657	3.2370%	\$ (0.018311)	\$ 0.5657	\$ -
Operations	0.3177	10.99%	1,179,596,819	3,747,579	38,183,664	1,217,780,483	0.3077	3.2370%	(0.009862)	0.3077	-
<b>Total School Rate</b>	<b>\$ 0.9017</b>	<b>31.18%</b>		<b>\$ 10,636,424</b>					<b>\$ (0.028273)</b>	<b>\$ 0.8734</b>	



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# Tax Impact – Lake County Library

Assessment Year (January 1, ___): Collection Year:	2019 Pay 2020	Percentage of Gross Rate	Certified Assessment	Certified Levy	Captured Assessed Value	Adjusted Net Assessed Valuation	Adjusted Tax Rate	Percent Impact to NAV	If Assessment NOT Captured			
									Tax Rate Impact	Estimated Pay 2019 Rate	Cumulative Fund Impact	
<b>Lake County Public Library</b>												
General	\$ 0.0887	3.07%	\$ 13,358,284,600	\$ 11,848,798	\$ 38,183,664	\$13,396,468,264	\$0.0884	0.2858%	\$ (0.000253)	\$ 0.0884	\$ -	
Debt Service	0.0061	0.21%	13,358,284,600	814,855	38,183,664	13,396,468,264	0.0061	0.2858%	(0.000017)	0.0061	-	
<b>Total Library Rate</b>	<b>\$ 0.0948</b>	<b>3.28%</b>		<b>\$ 12,663,653</b>					<b>\$ (0.000270)</b>	<b>\$ 0.0945</b>		



# Tax Impact – Special Districts

Assessment Year (January 1, ___): Collection Year:	2019 Pay 2020	Percentage of Gross Rate	Certified Assessment	Certified Levy	Captured Assessed Value	Adjusted Net Assessed Valuation	Adjusted Tax Rate	Percent Impact to NAV	If Assessment NOT Captured			
									Tax Rate Impact	Estimated Pay 2019 Rate	Cumulative Fund Impact	
<b>Special Units</b>												
Highland Sanitary General	\$ 0.0186	0.84%	\$ 1,179,596,819	\$ 219,405	\$ 38,183,664	\$ 1,217,780,483	\$ 0.0180	3.2370%	\$ (0.000583)	\$ 0.0180	\$ -	
Highland Sanitary Debt Service	0.1888	6.53%	1,179,596,819	2,227,079	38,183,664	1,217,780,483	0.1829	3.2370%	(0.005920)	0.1829	-	
Highland Water District Debt Service	0.0112	0.39%	1,179,596,819	132,115	38,183,664	1,217,780,483	0.0108	3.2370%	(0.000351)	0.0108	-	
Lake County Solid Waste Management	0.0243	0.84%	24,170,250,907	5,873,371	38,183,664	24,208,434,571	0.0243	0.1580%	(0.000038)	0.0243	-	
<b>Total Special Units Rate</b>	<b>\$ 0.2429</b>	<b>8.40%</b>		<b>\$ 8,451,970</b>					<b>\$ (0.006893)</b>	<b>\$ 0.2360</b>		



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Town of Highland, Indiana  
Highland Redevelopment Commission

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# **Overview of Allocation Areas to Overlapping Taxing Units**

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**Open for Question to the  
Commission,  
Staff,  
Overlapping Taxing Units, or  
General Public**



Town of Highland, Indiana  
Highland Redevelopment Commission

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# Overview of Allocation Areas to Overlapping Taxing Units

*Pursuant to I.C. 36-7-25-8, Subsection (a)*

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May 26, 2020



**PRESENTER:**

Dan Botich, Sr. Economic Development Professional  
SEH of Indiana, LLC  
9200 Calumet Avenue, Suite N300  
Munster, IN 46321-2885  
Direct: (219) 513-2516  
Email: [dbotich@sehinc.com](mailto:dbotich@sehinc.com)



**HIGHLAND REDEVELOPMENT COMMISSION  
STUDY SESSION MINUTES - DRAFT  
TUESDAY JUNE 9, 2020**

Members of the Highland Redevelopment Commission ("RC", "Commission") met in an electronically convened meeting using the Zoom platform on Tuesday, June 9, 2020. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb's Executive Order 20-04 and 20-09, and extended by his Order 20-19, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency. The Study Session was called to order at 7:07 p.m. by Commission President George Georgeff.

Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director and Recording Secretary.

**Roll Call:** Commissioners present included George Georgeff, Cyril Huerter, Bill Leep and Robyn Radford. Commissioner Sean Conley was absent. A quorum was established.

**Additional Officials Present:** Pat Krull, School Town of Highland liaison and non-voting member; Roger Sheeman, Council Liaison to the Redevelopment Commission; John Reed, Abrahamson, Reed & Bilse and Redevelopment Attorney; Ed Dabrowski, IT Consultant; and Kathy DeGuilio-Fox, Redevelopment Director.

*Also Present:* There were no additional attendees identified.

**General Substance of the Discussion**

- 1. June Rent Assistance – Request to Waive Rent:** Ms. DeGuilio-Fox advised that she had received notice from the 2813 Jewett, Mary Ellis, that due to continued effect of the closing all non-essential businesses during the COVID-19 pandemic Primitive Peddler has lost significant revenues and struggles to reopen for sufficient revenues to be realized. Ms. Ellis advised on June 2, 2020 that she is unable to pay June 2020 rent. Ms. DeGuilio-Fox reminded the Commissioners that this same tenant had been unable to pay May and the Commission provided a rent waiver for that timeframe. Discussion ensued. The Commissioners agreed that this is a very difficult time for small businesses and suggested it would take a couple months to get back to a full business schedule. The Commissioners also agreed that they would be reluctant to waive rent in future months and asked Ms. DeGuilio-Fox to relay this message. Ms. DeGuilio-Fox advised she had provided information to Ms. Ellis about the CARES ACT Small Business Restart Grant and that Ms. Ellis has applied for funds. Ms. DeGuilio-Fox was instructed to prepare a resolution waiving June rent on the space occupied by The Primitive Peddler for the Commission's consideration at their June 23, 2020 plenary business meeting.
- 2. SW Corner of Highway & Kennedy – Development:** Ms. DeGuilio-Fox opened discussion by asking Attorney Reed to report to the Commissioners what he learned from the title work he'd ordered on properties located at 2744 Highway Avenue (Khatro Petro Gas Station) and 8436 Kennedy Ave (former Speedway Gas Station). Attorney Reed reported he'd received title work on 2744 Highway and the adjoining small parcel from Indiana Title Company. He is still waiting for title work on 8436 Kennedy Avenue. However, upon review of the title work on 2744 Kennedy Avenue he found no serious issues at the property. He reported finding what he thought to be a rather high mortgage recorded on the property considering the assessed value. He noted this is information that will have to be considered when/if negotiating a possible exchange of properties. Otherwise, his opinion is that there are minimal issues that would cause problems during negotiation. Attorney Reed reported he found information about a 2008 environmental study that had been completed although little was reported that would cause concern. He reiterated he continues to wait for the title work on the former Speedway property at 8436 Kennedy Ave and owned by Cheker. Attorney Reed will send copies of the reports to the Redevelopment Director. Discussion will be continued at a future meeting.

3. **Bult Oil Property – Update and Next Steps:** Ms. DeGuilio-Fox advised that she had reached out to IFA (Indiana Finance Authority), the organization that a Site Status application had been submitted to. She has not heard back from them as to the status of their application. However, she advised that a local business who had previously expressed interest in the property had inquired as to what the Commission had decided to do with the Bult Oil property. Ms. DeGuilio-Fox advised that she had a discussion regarding the property with Attorney Reed and he had confirmed that due to the number of years that had passed since the last appraisals and the initial public offering, the process must be started anew. Attorney Reed confirmed that. Ms. DeGuilio-Fox suggested she get appraisal proposals and prepare a resolution for the Commissioners to consider at their upcoming June 23<sup>rd</sup> meeting. Once the appraisals are received a public offering can be prepared and advertised. The Commissioners agreed this would be acceptable.
  
4. **Redevelopment Commissioner Comments:** Due to impending weather conditions advising residents to seek shelter and hearing tornado sirens sounding in the background caused the Commissioners to quickly adjourn the meeting and bring it to an end with no further comments or discussion.

There being no further business, the June 9, 2020 study session of the Highland Redevelopment Commission was adjourned at 7:40 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**THE TOWN OF HIGHLAND  
HIGHLAND REDEVELOPMENT COMMISSION  
RESOLUTION 2020-20**

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION  
AUTHORIZING WAIVER OF PRIMITIVE PEDDLER JUNE 2020 RENT AS AGREED UPON IN THE  
LEASE RENEWAL FOR MAY 1, 2020 THROUGH APRIL 30, 2021**

**Whereas**, The Redevelopment Commission of the Town of Highland is authorized to undertake redevelopment activities under IC 36-7-14 and Chapter 14.10 of the Highland Municipal Code, which are public uses and purposes for which public money may be spent and private property may be acquired, and

**Whereas**, Redevelopment activities include performing all acts incident to the statutory powers and duties of a redevelopment commission; and

**Whereas**, The Redevelopment Commission may adopt rules and bylaws it considers necessary for the proper conduct of their proceedings, the carrying out of their duties; and

**Whereas**, The Redevelopment Commission is authorized to negotiate and enter into contract by statute; and

**Whereas**, The Redevelopment Commission does have a lease agreement with Mary Ellis, owner of Primitive Peddler, for the space located at 2813 Jewett Street through April 31, 2021; and

**Whereas**, The Redevelopment Commission recognizes that sales revenues for the Primitive Peddler were affected by Executive Order 20-02, and subsequent Executive Orders, as issued by Governor Holcomb addressing the public health emergency created by the COVID-19 Pandemic that required Primitive Peddler to close her business to the public; and

**Whereas**, The Redevelopment Commission did receive on June 1, 2020 notice from Mary Ellis, owner of Primitive Peddler, that she was unable to meet the agreed upon June 2020 rent payment in the amount of \$639,25; and

**Whereas**, The Redevelopment Commission recognizes that due to closure of all non-essential businesses since the office of Governor Holcomb declared a public health emergency on March 6, 2020 the loss of revenues has created a hardship that requires a waiver of the June 15, 2020 rent payment due to the Town of Highland; and

**Whereas**, The Redevelopment Commission has discussed the hardship created by the closure of all non-essential businesses across Indiana and finds it necessary support the efforts of a Highland downtown business and waive the rent payment of the Primitive Peddler that was due on June 15, 2020, and



**Now Therefore Be It Hereby Resolved** by the Highland Redevelopment Commission, Lake County, Indiana:

That it is in the best interest of the Town of Highland to approve and authorize the waiver of the June 15, 2020 rent payment due from the Primitive Peddler for space leased at 2813 Jewett Street.

**ADOPTED AND APPROVED** by the Highland Redevelopment Commission, Lake County, Indiana, this 23<sup>th</sup> day of June, 2020 having passed by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed.

**REDEVELOPMENT COMMISSION of the  
TOWN of HIGHLAND, INDIANA**

By: \_\_\_\_\_  
George Georgeff, President

ATTEST:

By: \_\_\_\_\_  
Robyn Radford, Secretary



## **Kathy Deguilio-Fox**

---

**From:** Kathy Deguilio-Fox  
**Sent:** Wednesday, June 10, 2020 11:47 AM  
**To:** Mary Ellis  
**Cc:** George Georgeff; jpratlaw@aol.com  
**Subject:** June Rent - Waiver Request

**Importance:** High

Hello Mary,

Last evening at the Highland Redevelopment Commission study session your request to receive the approval of the Redevelopment Commission to waive your June rent was discussed. The Commissioners agreed that they are able to waive your June rent and provide assistance in this way one additional time. To that end, I've been instructed to prepare a resolution that they will consider at their plenary business meeting on Tuesday, June 23, 2020. I anticipate they will approve and adopt the resolution. However, I was also instructed to advise you that the Commissioners will be very reluctant to approve another request to waive rent in the future. As you know, rent payments are used to pay the bond on the building purchase. Further waivers of rent payments could have an adverse effect on the bond payments that are paid from the Redevelopment budget.

I advised the group that you were sent the CARES ACT Small Business Restart Grant information and urged to apply for financial assistance. I further advised the Commissioners that you have communicated to me that you have in fact applied for grant funds. We hope to hear that you have received funds that may be used for payment of rent.

Please contact me should you have any questions.

Best regards,

Kathy

**Kathy DeGUILIO-Fox**  
Redevelopment Director  
Town of Highland  
3333 Ridge Road  
[kdeguilio-fox@highland.in.gov](mailto:kdeguilio-fox@highland.in.gov)  
Highland, Indiana 46322  
Office 219-972-7598  
Fax 219-972-5097



**TOWN OF HIGHLAND  
HIGHLAND REDEVELOPMENT COMMISSION  
RESOLUTION NO. 2020-21**

**A RESOLUTION AUTHORIZING APPRAISALS OF REDEVELOPMENT-OWNED PROPERTIES,  
PURSUANT TO IC 36-7-14-12.2, AND COMMISSIONING  
CALUMET COMMERCIAL APPRAISALS, INC. AND VALE APPRAISAL GROUP,  
MAI CERTIFIED REAL ESTATE APPRAISERS, TO PERFORM SAID APPRAISALS**

**Whereas**, the Highland Redevelopment Commission (the “Commission”), governing body of The Town of Highland Department of Redevelopment (the “Department”), and the Redevelopment Area of the Town of Highland, Indiana (the “Redevelopment Area”), exists and operates under the provisions of the Redevelopment of Cities and Towns Act of 1953 which has been codified in IC 36-7-14, as amended from time to time (the “Act”); and

**Whereas**, The Commission will engage the appraisal services of **Calumet Commercial Appraisals, Inc. and Vale Appraisal Group**, MAI Certified Real Estate Appraisers, under IC 36-7-14-12.2(a)(12) to appraise the fair market value of the property located at 2605 Condit Avenue (*Parcel # 45-07-21-327-006.000-026*), 2609 Condit Avenue (*Parcel #45-07-327-007.000-026*), 2605 Garfield Street (*Parcel # 45-07-327-002.000-026*) and 2606 Garfield Avenue (*Parcel # 45-07-327-001.000-026*); and

**Whereas**, The Commission now desires to approve and authorize appraisals for the property.

**Now Therefore Be it Resolved** by the Highland Redevelopment Commission of the Town of Highland, Lake County, Indiana;

**Section 1.** That the Highland Redevelopment Commission hereby approves and authorizes appraisals for real property located at 2605 Condit Avenue, 2609 Condit Avenue, 2605 Garfield Street and 2609 Garfield Avenue;

**Section 3.** That the Highland Redevelopment Commission will engage Calumet Commercial Appraisals, Inc. and Vale Appraisal Group, MAI Certified Real Estate Appraisers to perform said appraisals for \$1,000.00 and \$1,200.00 respectively;

**ADOPTED AND APPROVED** by the Highland Redevelopment Commission, Lake County, Indiana held this 23<sup>rd</sup> day of June 2020 having passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

**Town of Highland, Indiana  
Highland Redevelopment Commission**

By: \_\_\_\_\_  
George Georgeff, President

**ATTEST:**

By: \_\_\_\_\_  
Robyn Radford, Secretary

\_\_\_\_\_  
Dated

Resolution 2020-21 Adopted 06-23-2020

# VALE APPRAISAL GROUP

of MILO F. VALE & CO., INC.

JEFFREY R. VALE, MAI, SRA\*  
KATHY A. RADUSKI

JEFF VALE IS A DESIGNATED MEMBER  
OF THE APPRAISAL INSTITUTE

\*CERTIFIED GENERAL APPRAISERS

404 EAST 86TH AVENUE  
MERRILLVILLE, INDIANA 46410  
PHONE (219) 769-1335  
e-mail: [milovaleco@gmail.com](mailto:milovaleco@gmail.com)

INDEPENDENT  
AFFILIATED APPRAISERS  
DEBBIE L. MORRIS\*

JAMES P. PHELAN\*

PAUL M. BOCHNOWSKI

June 12, 2020

Ms. Kathy DeGuilio-Fox  
Redevelopment Director  
Town of Highland  
3333 Ridge Road  
Highland, IN 46322

Re: Market Value Appraisal  
2605 & 2609 Condit Street and  
2605 & 2606 Garfield Avenue  
Highland, Indiana

Dear Ms. DeGuilio-Fox,

In accordance with your request and for the purpose of preparing an Appraisal Report on the above captioned properties, I submit this proposal for your approval. The fee for the appraisal is \$1,200.00. My turn around time is 4 weeks from notice to proceed. Notice to proceed can be made by signing and returning this proposal.

If you have any questions, please feel free to contact me. This quote is valid for 60 days from the date of the proposal although the turnaround time could change. Thank you for your consideration.

Respectfully submitted,

Acknowledged by:



Jeffrey R. Vale, MAI, SRA  
Indiana Certified General Appraiser  
#CG69100398



Ms. Kathy DeGuilio-Fox  
Redevelopment Director  
Town of Highland

Date June 12, 2020



**Calumet Commercial Appraisals, Inc.**

9515 Indianapolis Boulevard

Suite 6-B

Highland Indiana 46322

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Highland Redevelopment Commission  
c/o Ms. Kathy DeGuilio-Fox  
Redevelopment Director  
Town of Highland  
3333 Ridge Road  
Highland, Indiana 46322  
Email: kdegulio-fox@highland.in.gov

June 15, 2020

Re: Market Value Restricted Appraisal Report of  
Four Parcels of Land Located at  
2605 & 2609 Condit Avenue  
and  
2605 & 2606 Garfield Avenue  
Highland, Indiana 46322

Dear Ms. DeGuilio-Fox:

This letter is to confirm Calumet Commercial Appraisals, Inc., engagement assignment to prepare a Restricted Appraisal Report of the above referenced property, consisting of the four following Lake County Tax Identification Parcels, as follows:

<i>2605 Condit</i>	<i>45-07-21-327-006.000-026</i>
<i>2609 Condit</i>	<i>45-07-21-327-007.000-026</i>
<i>2605 Garfield</i>	<i>45-07-21-327-002.000-026</i>
<i>2606 Garfield</i>	<i>45-07-21-327-001.000-026</i>

According to the Lake County Assessor's Office, the current ownership for the four parcels is recorded as the Town of Highland Redevelopment Commission.

The Highland Redevelopment Commission is to be regarded as the Client and Sole Intended User, with the Intended Use being for internal decision making processes.

The Appraiser has no direct or indirect interest, financial or otherwise, in this assignment.

Briefly stated, it is the Appraisers understanding that the Report is to provide for the above referenced property as four parcels of vacant land:

1. a Single Aggregate, Fee Simple Estimated Market Value, on an As Is-Vacant Land Only basis.

---

Dan R. Skimehorn, MAI

\*The Restricted Appraisal Report is provided when the intended users of the report do not include parties other than the client and the restricted report content and level of information are sufficiently adequate for the intended use of the report

\*Calumet Commercial Appraisals, Inc., is not responsible for unintended or unauthorized use of its Appraisal Report.

\*The purpose of the appraisal is to estimate the Fee Simple Market Value of the subject property.

\*The effective date of the appraisal will be the date of inspection, unless otherwise stated.

\*The Market Value Restricted Appraisal will be prepared in accordance to the 2019-20 Uniform Standards of Professional Appraisal Practice (USPAP).

\*The appraisal performed under this Agreement will be subject to all statements, assumptions, limiting conditions, and other conditions (collectively, "Appraisal Conditions") set forth in the appraisal report.

\*Client agrees that Client will review the Appraisals Conditions and Client's use of the Report will constitute acceptance of those Conditions.

\*The appraisal report will be delivered by email within Three to Four weeks, after engagement.

**\*The total fee for this Appraisal assignment shall not exceed \$1,000 (One Thousand Dollars) and is due in full upon delivery of the Appraisal Report, payable to Calumet Commercial Appraisals, Inc., (T.I.N. 35-2054197),**

**Time is considered of the essence in this matter**

**The terms of this engagement proposal should expire within 7 (seven) days of the above date of this correspondence.**

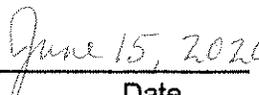
The above Engagement Letter is based upon my understanding of our previous email correspondence.

If you, or any member of the Highland Redevelopment Commission, have any questions concerning the terms of this assignment, please feel free to contact me.

Please provide the contact information to schedule an inspection of the property..

**Please acknowledge acceptance of this specific Appraisal Assignment and Conditions by your signature below:**

  
Ms. Kathy DeGuilio-Fox  
Redevelopment Director  
Town of Highland

  
Date

Respectfully submitted,  
  
Dan R. Skimehorn, MAI  
Indiana Certified General Real Estate Appraiser  
License No. CG49300093  
License Expiration: 06/30/2020  
[drsmaj@aol.com](mailto:drsmaj@aol.com)  
219) 934-9300

**TOWN OF HIGHLAND  
HIGHLAND REDEVELOPMENT COMMISSION  
RESOLUTION 2020-22**

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION  
ADOPTING AND AUTHORIZING THE EXPENDITURE OF PLEDGED TAX  
INCREMENT FROM THE HIGHLAND DOWNTOWN REDEVELOPMENT  
ALLOCATION AREA FUND FOR THE DOWNTOWN PARKING LOT  
IMPROVEMENT AND ENHANCEMENT PROJECT  
IN THE TOTAL AMOUNT NOT-TO-EXCEED \$900,000.00**

**Whereas**, The Redevelopment Commission of the Town of Highland is authorized to undertake redevelopment activities under IC 36-7-14 and IC 36-7-14-39 which are public uses and purposes for which public money may be spent and private property may be acquired; and

**Whereas**, Redevelopment activities include performing all acts incident to the statutory powers and duties of a redevelopment commission; and

**Whereas**, The Redevelopment Commission may adopt rules and bylaws it considers necessary for the proper conduct of their proceedings, the carrying out of their duties; and

**Whereas**, The Redevelopment Commission is authorized to negotiate and enter into contracts by statute; and

**Whereas**, The Redevelopment Commission does from time to time require the use of property for redevelopment purposes and to carry out the mission to improve private property for public good; and

**Whereas**, engineering and architectural plans, drawings and specification and descriptions for said Project have been prepared and are on file with the Commission; and

**Whereas**, a License Agreement with Northern Indiana Public Service Company, owner of said property, has been entered into with their approval of the Highland Redevelopment public project to improve and enhance the Southwest corner of Kennedy Avenue and Highway Avenue; and

**NOW, THEREFORE, BE IT RESOLVED** by the Highland Redevelopment Commission of the Redevelopment Department of the Town of Highland, Lake County, Indiana as follows:

1. That the Commission finds and determines that it will be of public utility and benefit to improve the property located at the Southwest corner of Kennedy Avenue and Highway Avenue; and
2. That the Commission hereby approves the expenditure of pledged tax increment from the Highland Downtown Redevelopment Allocation Area Fund for the Downtown Parking

Lot Improvement and Enhancement project in the total amount not-to-exceed \$900,000.00; and

3. That this resolution shall be in full force and effect after its adoption by the Commission.

DULY ADOPTED AND AUTHORIZED by the Town of Highland Redevelopment Commission of the Redevelopment Department of the Town of Highland, Lake County, Indiana, this 23<sup>rd</sup> day of June, 2020 having passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

REDEVELOPMENT COMMISSION of the  
TOWN OF HIGHLAND, INDIANA

By: \_\_\_\_\_  
George Georgeff, President

ATTEST:

By: \_\_\_\_\_  
Robyn Radford, Secretary

Resolution 2020-22 Adopted 06-23-2020

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
<b>Fund 094 REDEVELOPMENT GENERAL</b>						
Dept 0000						
094-0000-20003	COVID-19 SUPPLIES	87053	ABLE PAPER & JANITORIAL	COVID-19 SUPPLIES	69.50	---
094-0000-20003	OFFICE SUPPLIES	87044	OFFICE DEPOT, INC	OFFICE SUPPLIES	164.82	---
094-0000-31003	GENERAL ENGINEERING SERVICES	87045	NIBS ENGINEERING, INC.	GENERAL ENGINEERING SERVICES	269.70	---
094-0000-34023	HEALTH INS	86950	TOWN OF HIGHLAND INS FUND (	JUNE 2020 HEALTH/LIFE INS PREM RE	1,994.23	32548
094-0000-34043	LIFE INS	87046	TOWN OF HIGHLAND INS FUND (	JUNE 2020 HEALTH/LIFE INS PREM RE	15.88	32548
094-0000-35008	UTILITIES- 2811 JEWETT	87046	NORTHERN IN PUBLIC SERVICE	UTILITIES- 2811 JEWETT	150.72	---
094-0000-35008	UTILITIES- 2821 JEWETT	87052	NORTHERN IN PUBLIC SERVICE	UTILITIES- 2821 JEWETT	100.67	---
094-0000-35008	STORM-2605 CONDIR	87047	TOWN OF HIGHLAND UTILITIES	STORM-2605 CONDIR	10.14	---
094-0000-35008	STORM- 8610 KENNEDY	87048	TOWN OF HIGHLAND UTILITIES	STORM-8610 KENNEDY	10.14	---
094-0000-35008	STORM-8612 KENNEDY	87049	TOWN OF HIGHLAND UTILITIES	STORM- 8612 KENNEDY	10.14	---
094-0000-35008	STORM-8618 KENNEDY	87050	TOWN OF HIGHLAND UTILITIES	STORM- 8618 KENNEDY	40.67	---
094-0000-35008	STORM-8620 KENNEDY	87051	TOWN OF HIGHLAND UTILITIES	STORM-8620 KENNEDY	40.67	---
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	86602	PAYROLL ACCOUNT	5/22PRL D/S TRANSFER REDEVELOPMEN	5,162.07	32352
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	86871	PAYROLL ACCOUNT	6/5PRL D/S TRANSFER REDEVELOPMEN	4,878.35	32509
			Total For Dept 0000		12,917.70	
			Total For Fund 094 REDEVELOPMENT GENERAL		12,917.70	
<b>Fund 107 CARDINAL CAMPUS ALLOCATION</b>						
Dept 0000						
107-0000-39013	PAYING AGENT FEE	87043	REGIONS BANK	CARDINAL CAMPUS PAYING AGENT FEE	1,250.00	999280
			Total For Dept 0000		1,250.00	
			Total For Fund 107 CARDINAL CAMPUS ALLOCATION		1,250.00	



INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND  
EXP CHECK RUN DATES 05/28/2020 - 06/24/2020  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number      Invoice Line Desc      Ref #      Vendor      Invoice Description      Amount      Check #

Fund Totals:

Fund 094 REDEVELOPMENT GENERAL      12,917.70  
Fund 107 CARDINAL CAMPUS ALLOCATI      1,250.00  
14,167.70

