

HIGHLAND REDEVELOPMENT COMMISSION
DISCUSSION TOPICS for STUDY SESSION - DRAFT
TUESDAY, JULY 28, 2020
7:00 P.M.

This meeting will be convened as an electronic meeting pursuant to Governor Holcomb's Executive Order 20-04, 20-09 and 20-25 now extended through 3 August 2020 by his Order 20-34, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency.

People may observe the meeting by joining the meeting on the Zoom platform
<https://zoom.us/j/9333163777?pwd=cE1xaCtYeDhCVVRUZmdRNGpyV0lNZz09>

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: 933 3163 7777 and Password: 683606

One tap mobile

+13126266799,,93331637777#,,,,0#,,683606# US (Chicago)
+16465588656,,93331637777#,,,,0#,,683606# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 933 3163 7777
Password: 683606

Find your local number: <https://zoom.us/j/9333163777>

TUESDAY, JULY 28, 2020
7:00 P.M

1. Review of Plenary Business Meeting Agenda
2. SW Corner of Highway & Kennedy - Update
3. Commercial Property Improvement Grants:
 - a. Triangle Equities LLC
 - b. Les Café Pancake House
4. Downtown Streetlight Retrofit – Update
5. Review of 2020 Goals
6. Redevelopment Commissioners Comments

Resolution No. 2019-28

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT
COMMISSION TO PROVIDE REIMBURSEMENT TO BILL LES, LES
CAFÉ PANCAKE HOUSE, FOR A COMMERCIAL PROPERTY FACADE
IMPROVEMENT GRANT OF PROPERTY LOCATED AT
2708-2720 HIGHWAY AVENUE**

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 District"), 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 on May 28, 1997, adopted Resolution No. 1997-01 declaring the Highland Redevelopment Area to be an area in need of redevelopment within the meaning of the Act; and

WHEREAS, Resolution No. 1997-01 was confirmed by the Commission with the adoption of Resolution No. 1997-02 on July 8, 1997; and

WHEREAS, Subsequent Resolutions, No. 2003-01, No. 2005-11, No. 2006-10, No. 2007-08, and No. 2008-09 confirmed expansion of the Redevelopment Area; and

WHEREAS, the Commission accepted the 2007 Comprehensive Plan for the Highland Redevelopment Area on March 14, 2007; and

WHEREAS, the Commission has prepared, developed and approved the Supplement to the Highland Municipal Code, Section 214.180: RD-Redevelopment District (Architectural and Design Standards and Guidelines for the Redevelopment Area); and

WHEREAS, the Commission from time to time may develop a program to improve the downtown; and

WHEREAS, the Commission through its 2019 budget approved the Commercial Property Improvement Grant Program which is intended to provide financial assistance for significant commercial property improvement in the Highland Downtown Redevelopment Area; and

WHEREAS, the goal of the program is to attract retail growth, additional business traffic, and catalyze investment through improved aesthetics; and

WHEREAS, Bill Les, Les Café Pancake House, has applied for a grant totaling **\$79,000.00**, of which a not to exceed 30%, or **\$23,700.00**, would be reimbursed to them upon completion of the work with approved receipts.

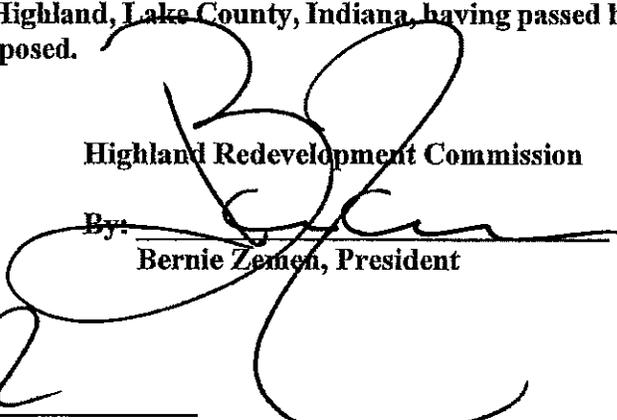
All property taxes must be paid and up-to-date and there shall be no liens against the property.

NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission as follows:

1. That the Commission finds and determines that it will be of public utility and benefit to approve reimbursement to Bill Les, Les Café Pancake House, for a Commercial Property Facade Improvement Grant for property located at 2708-2720 Highway Avenue.
2. The project cost applied for is **\$79,000.00** as designated by the contractors work estimates submitted as supporting documentation to the application.
3. That the Commission will provide up to and a not to exceed reimbursement of **\$23,700.00**, or **30% of the estimated eligible project costs**, and based upon the total project cost of **\$79,000.00**.
4. That all reimbursements will be made upon delivery of proof of work completion, and receipt by the Highland Redevelopment Commission, of approved receipts for work performed, and proof that all property taxes are paid and up-to-date and no liens have been filed on the property.
5. That this Resolution shall be in full force and effect after its adoption by the Commission.

ADOPTED AND APPROVED this 19th day of August, 2019 by the Redevelopment Commission of the Town of Highland, Lake County, Indiana, having passed by a vote of 5 in favor and 0 opposed.

Highland Redevelopment Commission

By: 

Bernie Zemen, President

Attest:

By: 

Mark Herak, Secretary

HIGHLAND MAIN STREET BUREAU
COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM APPLICATION

Applicant Name: Les Cafe Pancake House / Bill Les

Applicant Address: 2708 Highway Ave

Business Name: Les Cafe Pancake House

Business Owner: Bill H Les

Business Owner Address: 622 Cambridge Court Apt 1B Munster, IN

Property Address: 2708 - 2720 Highway Ave

Property Key Number: 45 07 21 380 002 000 026
45 - 07 - 21 - 380 - 003 . 000 - 026

(This is the 18-digit number that identifies property in Indiana)

Phone Number: (219) 972-7831 Fax Number: _____

Email Address: billhles@yahoo.com

Estimated Start Date: 8-17-19 Completion Date: 10-1-19

Total Cost of Project: \$ 79,000⁰⁰

Owner Commitment: \$ 55,300⁰⁰

Commercial Property Improvement Grant Program Commitment (30% maximum): \$ 23,700⁰⁰

Please attach the following supporting documents:

Attachment #1: Project scope of work, including architectural renderings, color samples, product specifications/cut sheets and/or other manufacturer product information.

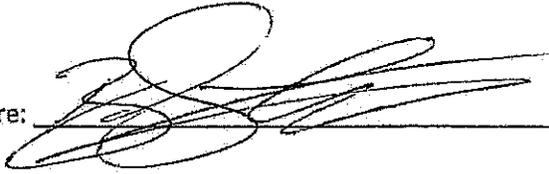
Attachment #2: Photos of existing building and close-up photos of areas to be improved.

Attachment #3: Professional cost estimates from contractors, architects and tradesmen. Include cost estimates for both the materials and labor. One alternate estimate must be provided for comparison.

Attachment #4: A copy of your lease agreement/letter of intent and written permission of the building owner, if the applicant is not the owner.

follow the Commercial Property Improvement Grant process. I am submitting documentation as requested.

Applicant's Signature: _____

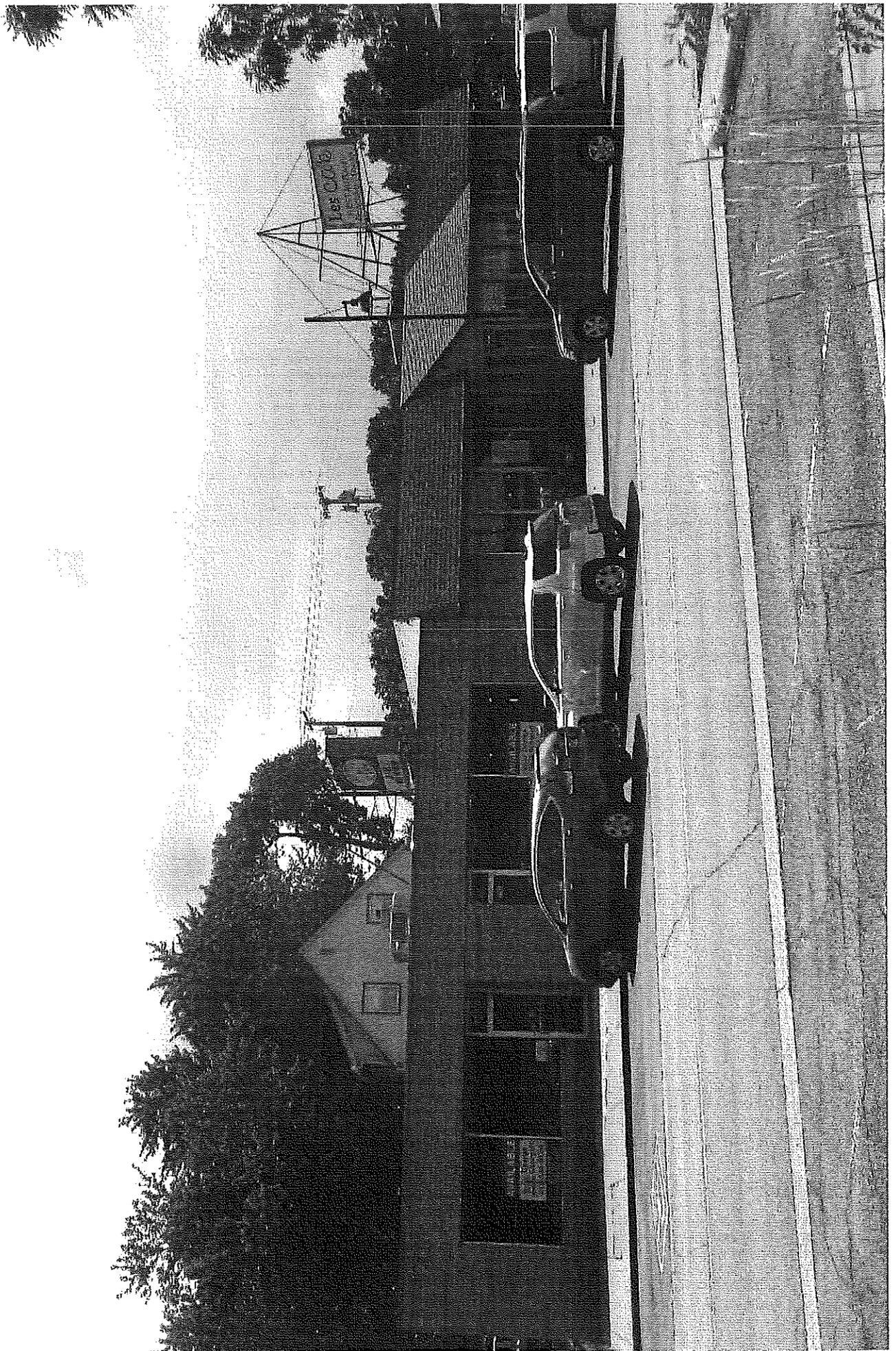
A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the end.

Date: _____

7-31-19

COMPLETE AND RETURN THIS APPLICATION WITH ATTACHMENTS TO:

Highland Main Street Bureau
Attn: Kathy DeGuilio-Fox, Redevelopment Director
3333 Ridge Road, Highland, Indiana 46322
Phone: 219-972-7598
Email to: kdeguilio-fox@highland.in.com

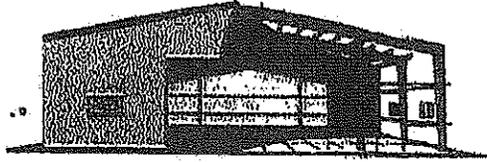


PROPOSAL



ATLAS CONSTRUCTION & ROOFING INC.
GENERAL CONTRACTOR
DESIGNER & BUILDER

219-865-6241



RESIDENTIAL - COMMERCIAL - INDUSTRIAL
LICENSED - BONDED INSURED

Les Cafe Pancake House 2720,2716,2708 Highway Ave. Highland, IN 46322

Constructed By: Atlas Construction & Roofing Co.

1. Remove existing sign & structure 2716 & 2708 units to.
2. cap off existing electrical at both sign bases.
3. Seal roof at both sign locations after sign structures are removed & patch hole in wall unit 2716.
4. Remove complete mansard roof structure down to limestone.
5. Remove & cap off existing front lights, electrical pipe, & GFI out the front of unit.
6. Remove 1st east restaurant window & wall lower part of window sill.
7. Frame out for new Temporary entrance with a 36" wide door.
8. Help remove booth & table inside restaurant & Rearrange for new temporary entrance.
9. Dig out at new entrance & install a temporary walk way for new entrance.
10. Provide "Watch your step" sign & install.
11. Provide "open for business during renovation" sign & install.
12. Provide & install "sorry for the inconvenience" sign.
13. We will then demo complete existing vestibule & roof structures.
14. Demo all existing lime stone face brick on restaurant 2708 & clean up all mortar on existing block wall.

15. A temporary fence around work area for customer protection will be installed on side walk.
16. Front of restaurant 2708 will extended high by 4' with 8"x8"x16" masonry block wall
per: drawings with tops filled with grout & re-bar # 6 in 8"x8"x16" block per: Drawings.
17. We will excavate down to 52" & remove existing entrance floor & foundation haul away.
18. A new 10'x10'3" entrance foundation will be excavated per: drawing with a 12"x36" footing
and a cement floor. Finished floor will be determined.
19. A new 10'x10'3" vestibule entrance constructed out of block wall- height will be 21'8"
20. Complete exterior face of restaurant 2708 & new 21'8" tall Vestibule entrance will be covered
with a combination of face brick, cultured stone, stucco, & top crown molding. Per: drawing
21. All new 1" low-e glass & Alum. Frames choice of color will be installed at 2708 restaurant face
& new vestibule tower per: drawings.
22. Two new matching 36" entrance doors will be installed in vestibule per: drawings
23. Seven new goose neck lights will be installed at front of restaurant.
24. New electrical in vestibule will consist of lighting and power inside of tower & insulation of
customers chandler in top of tower.
25. Extend 4' top of restaurant will have wall stiffeners per: drawing sec. A-4 existing.
26. Existing HVAC vents supply & return will be used to new vestibule tower.
27. Stucco restaurant wall will be painted customer choice of color.
28. Complete east wall of 2720 & west wall of 2708 will be painted by customers choice of color.
29. Area on east wall unit 2720 will be patched & existing repair will be cleaned- up before
painting.
30. Complete limestone face brick front of units 2720 & 2716 will have all lime stone restored &
sealed after a complete tuck point as needed.
31. Existing soffit will be removed & replaced with new 16" Beige Alum soffit at top of entrance
2720 & 2716.

- 32. All landscaping in front of restaurant will be hauled away.
- 33. All side walk that was removed and will be replaced, Per: city code.
- 34. All existing stone on top ledge on east & top of 2720, 2716 will be restored as needed.
- 35. Customers "Les Cafe" sign & metal awning & vestibule tower chandler not included.
- 36. Interior of entrance will be finished dry wall painted customer choice of color.
- 37. Roof of vestibule tower will be a 60-mill glue down rubber roof pitched to existing restaurant roof.
- 38. All new stone window ledges.

Payment plan to be determined in-between work in
 Process & after city approves construction &
 releases permit.

We propose to furnish material and labor, complete in accordance with above specifications, for the sum of: SEVENTY NINE THOUSAND Dollars \$79,000.00

Payments to be made as follows: _____

Contractor Signature  Date 7-16-19

Acceptance of proposal: The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. This proposal is for work described as above, not including additional work

Customer Signature  Date 7-16-19

TRIPLE R CONSTRUCTION ONE CALL DOES IT ALL, LLC
941 N. HARVEY STREET
GRIFFITH, INDIANA 46319
(312) 978-2750 – VICTOR RIVERA
triplerecon.8787@gmail.com

This is a proposed scope of work for the following work to be completed:

- Demo all outside of Pancake House to original block wall,
- Remove roof overhang, limestone face block and old signage;
- Temporary doorway for entrance during construction;
- Demo existing entrance;
- Construct new foundation and block tower from 6/2/19 plans and fill block opening with cement;
- Install two (2) new 36" doors and all new windows located on plans and stone sills;
- New EPDM roof, top of tower;
- New drywall inside tower and painted one color;
- Raise 4' with block – Pancake House only;
- Install as plans show Pancake House to have cultured rock, brick and stucco face front;
- Replace sidewalk damaged by new construction only;
- Storefront 2716 and 2720 will clean up existing face stone.
- Will paint all block side walls on west and east side of buildings; and
- Install new soffit on top of entrance at both store fronts.

This bid is submitted by Triple R Construction One Call Does It All, LLC based on the renovation plans dated June 2, 2019. The total scope of work is \$83,400.00 (Eighty Three Thousand Four Hundred Dollars). This total is for the work stated above. Any work requested outside of this scope will be at an additional cost.

Payments are to be made half down (1/2) upon signing, quarter (1/4) due after windows have been installed and balance upon completion of work.

V. Rivera
Victor Rivera, Owner

8/2/19
Date

Name: Les Trinity Group LLC

Date

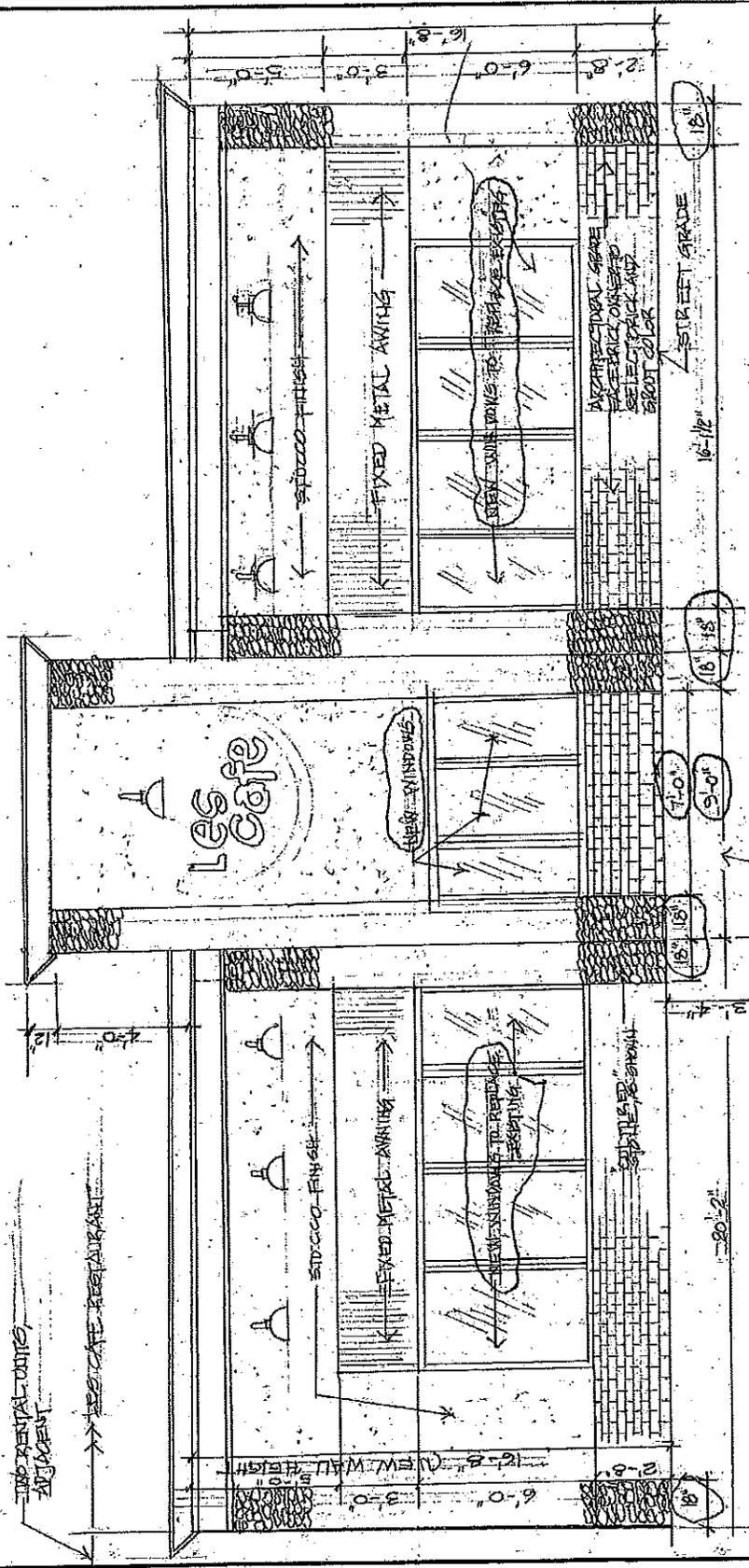
REVISIONS BY	
DATE	

LES CAFE PANCAKE HOUSE RENOVATIONS
 2708 HIGHWAY AVENUE
 HIGHLAND, INDIANA 46322

DATE: 02/20/2019
 SCALE: NOTED
 DRAWN BY: [Signature]
 DATE: 02/20/19
 SHEET: A.2
 OF: 2



[Signature]

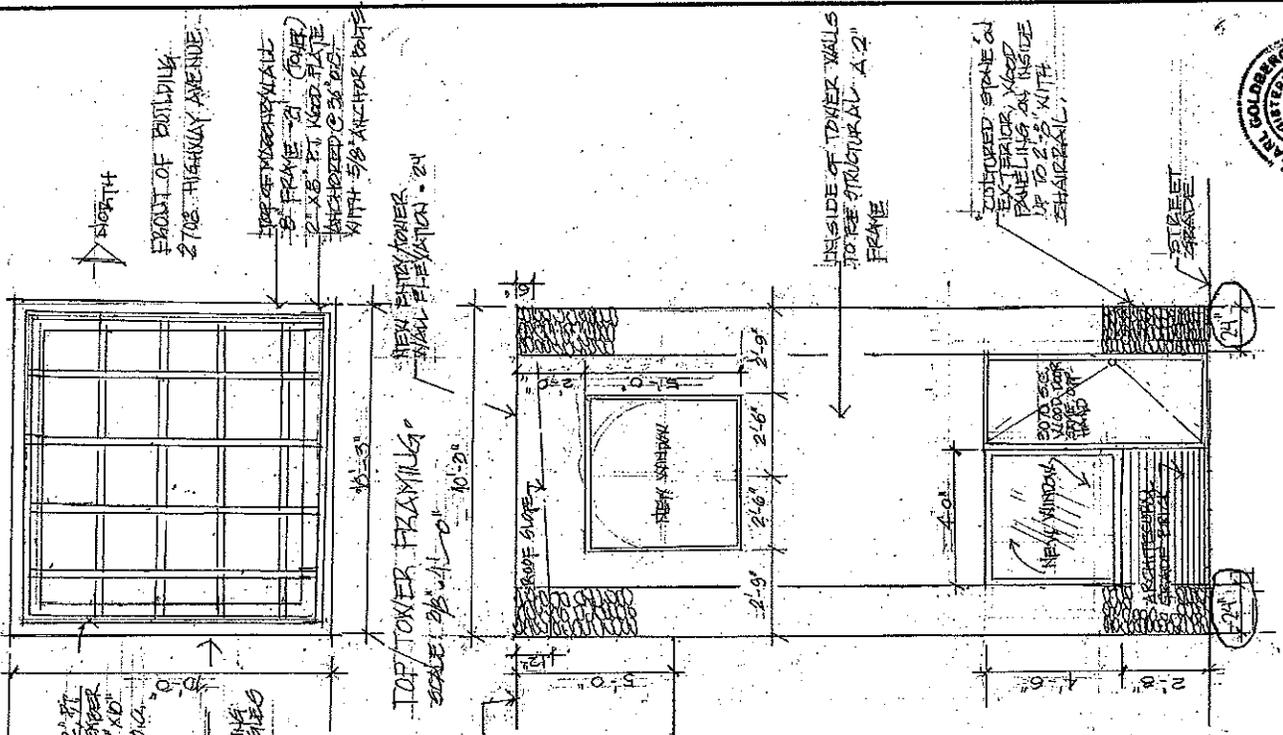


REVISED FRONT BUILDING ELEVATION
 SCALE: 3/8" = 1'-0"

REVISIONS	BY
JUNE 02/2020	[Signature]

LES CAFE PANCAKE HOUSE "RENOVATIONS"
 2708 HIGHWAY AVENUE
 HIGHLAND, INDIANA 46322

Date: JUNE 02/2020
 Scale: A/F/NOTED
 Drawn: EAKL
 Job: 05-2019
 Sheet: A.3
 of: 01



NEW ENTRANCE/TOWER
 SCALE: 3/8" = 1'-0"

GENERAL CONSTRUCTION NOTES

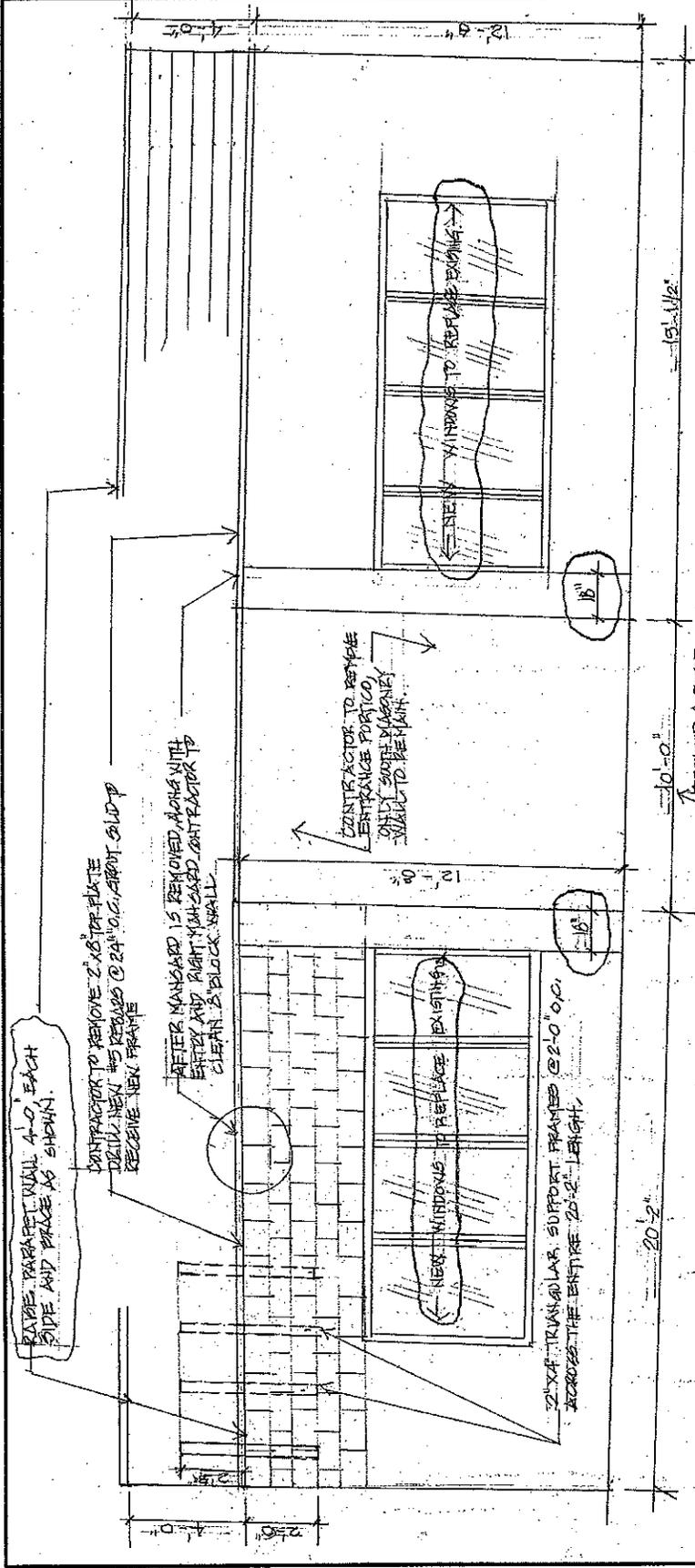
- 1) CONTRACTOR TO VERIFY LOCATION AND SIZE OF EXISTING BUILDING FOUNDATION WALL.
- 2) CONTRACTOR TO VERIFY ENTRANCE FOOTPRINT BECAUSE OF ITS "BRANDMATHER" INCLUSION.
- 3) CONCRETE FOR NEW FOOTING SHALL BE 6 BAGS, 3000 PSI, @ 28 DAYS COMPRESSIVE STRENGTH.
- 4) ANY EXPOSED LUMBER SHOULD BE PRESERVED - TREATED.
- 5) DROWN MOLDS "SHAPE" SHALL BE DETERMINED BY OWNER.

TOWER ELEVATION
 LOOKING WEST
 EAST ELEVATION - OPPOSITE HAND
 SCALE: 3/8" = 1'-0"

REVISIONS	BY
JUNE 02/2021	JK

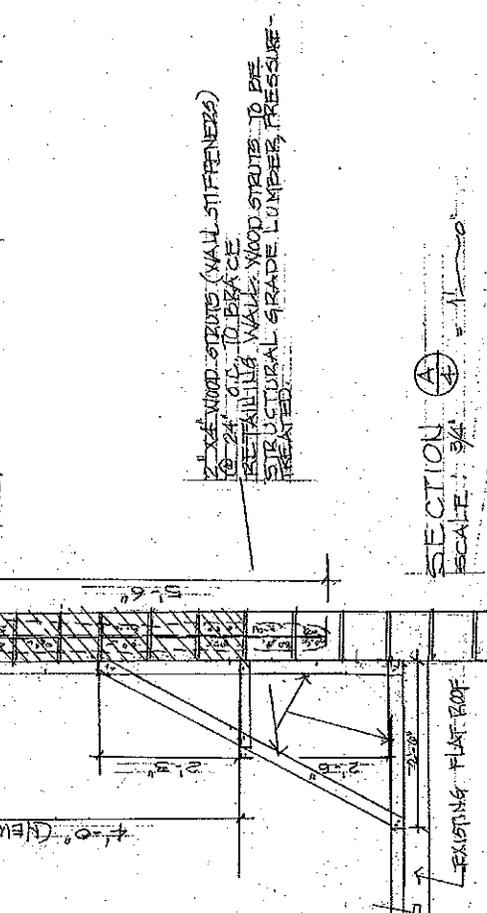
LES CAFE PANCAKE HOUSE RENOVATIONS
 2708 HIGHWAY AVENUE
 HIGHLAND, INDIANA 46322

Date: JUNE 02, 2021
 Scale: AS NOTED
 Drawn: EARL
 Job: 08-2019
 Sheet: A-4
 5/1 Sheets

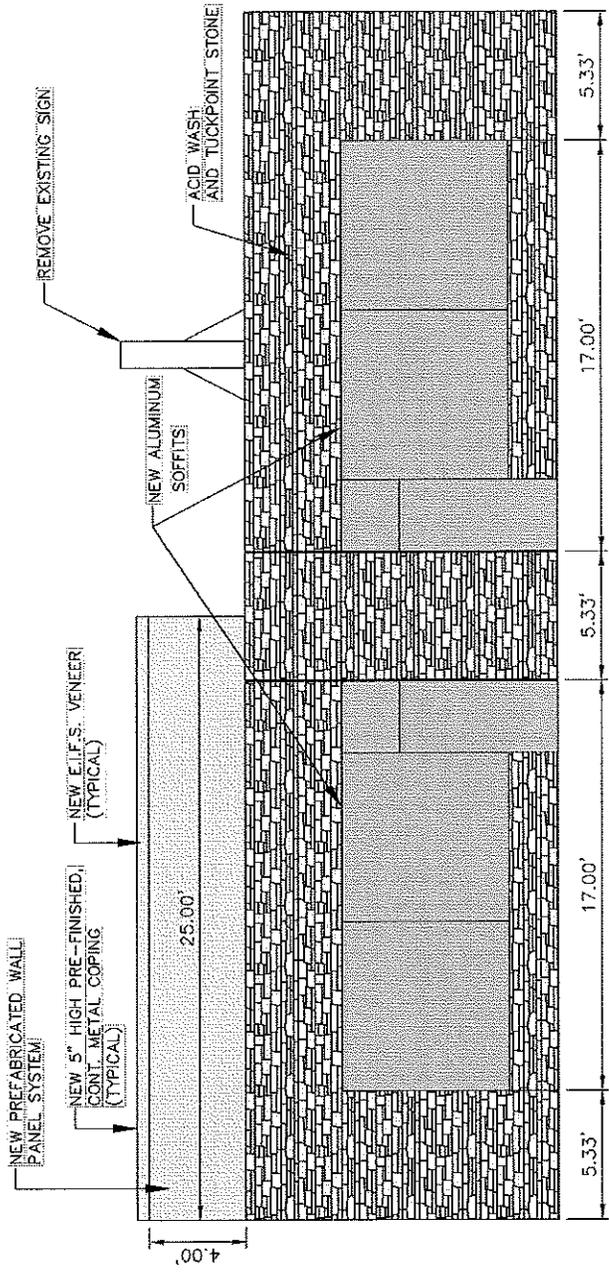


EXISTING FRONT BUILDING ELEVATION.
 SCALE: 3/8" = 1'-0"

SECTION A-A
 SCALE: 3/8" = 1'-0"

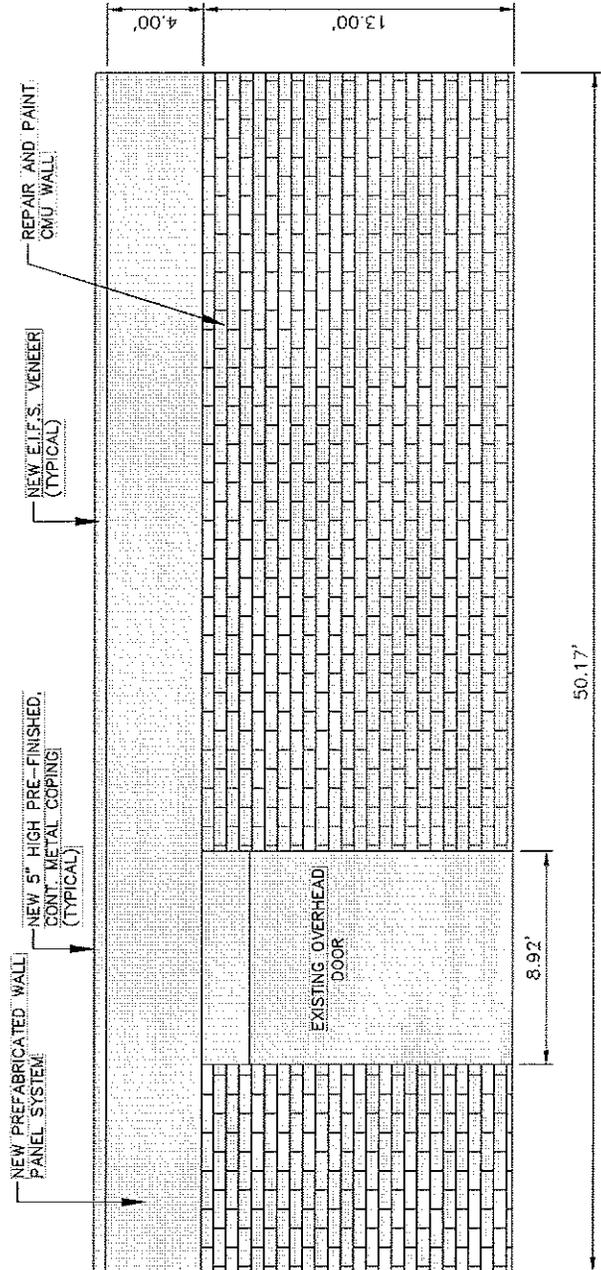


SECTION A-A
 SCALE: 3/8" = 1'-0"



2716 & 2720 HIGHWAY AVE

LOCATION:	Les Cafe Pancake House 2716 & 2720 Highway Ave	DATE:	6/2/2020
Architectural Plans		A-5	



EAST PARKING ELEVATION

	LOCATION: Les Cafe Pancake House East Parking Elevation	DATE: 6/2/2020 A-6
	Architectural Plans	

2020 Goals
HIGHLAND REDEVELOPMENT COMMISSION

- | | |
|---|---------------------|
| 1. Development of Kennedy/Condit corridor of Downtown Highland | |
| A. Determine best and highest use of property | 1 st Qtr |
| B. Determine potential use/projects | Ongoing |
| C. Meet with developer(s) to discuss potential PUD | 2 nd Qtr |
| D. Appraisals/assemble properties for PUD footprint | 2 nd Qtr |
| E. Research zoning and property use | 2 nd Qtr |
| F. Consider Development of Container Market | 3 rd Qtr |
| G. Consider use of Master Developer | 2 nd Qtr |
| H. Identify possible financing for project | 3 rd Qtr |
| I. Begin negotiations for sale and development of properties | Ongoing |
| J. Offer incentives, if applicable | Ongoing |
| 2. Downtown Lighting | |
| A. Revamp or replace Highway & Jewett Street Lighting | 2 nd Qtr |
| 3. Multigenerational Housing for Kennedy Ave Corridor | |
| A. Commission housing/commercial use study | 1 st Qtr |
| B. Meet with developer(s) to discuss potential PUD | 2 nd Qtr |
| C. Appraisals/assemble properties for PUD footprint | 2 nd Qtr |
| D. Research zoning and property use | 2 nd Qtr |
| E. Consider use of Master Developer | 2 nd Qtr |
| F. Identify possible financing for project | 3 rd Qtr |
| G. Begin negotiations for sale and development of properties | Ongoing |
| H. Understand and Offer incentives, if applicable | Ongoing |
| 4. Explore Options to Develop North Kennedy/Riverfront Property | |
| A. Determine best and highest use of property | 1 st Qtr |
| B. Pursue potential PUD development of property | 1 st Qtr |
| C. Identify possible financing tools | 2 nd Qtr |
| D. Identify potential sites for softball fields | 2 nd Qtr |
| E. Identify significant barriers to development | 2 nd Qtr |
| F. Design concepts for consideration | Ongoing |
| G. Pursue developers and development agreement(s) | Ongoing |
| 5. Relocation of Public Works Complex | |
| A. Identify at possible location(s) that would accommodate use | 1 st Qtr |
| B. Meet with owners of the locations | 2 nd Qtr |
| C. Order Appraisals with Redevelopment Cmn Approval | 2 nd Qtr |
| D. Identify potential financing for project | 2 nd Qtr |

- | | |
|---|---------------------|
| E. Begin negotiations/development agreement/purchase | 2 nd Qtr |
| F. Site engineering/Building design | 3 rd Qtr |
| 6. Continue to Explore Feasibility of a New Business Park on Kennedy Ave and Main Street | |
| A. Determine highest and best use | 2 nd Qtr |
| B. Planning for potential use(s) and barriers to development | 2 nd Qtr |
| C. Begin discussions with developers to determine highest and best use | 3 rd Qtr |
| D. Begin discussions with property owners, if applicable | 3 rd Qtr |
| E. Decide on whether an Allocation Area should be established | 4 th Qtr |
| F. Establish Allocation Area or other incentives for the area if necessary | 4 th Qtr |
| 7. Continue Commercial Property Improvement Grant Program | |
| A. Consider applications | Ongoing |
| B. Review and approve grant application(s) | Ongoing |
| C. Fund at least two façade grant properties | Ongoing |
| D. Allocate initial dollars for 2020 | 4 th Qtr |
| E. Review program and projects | 4 th Qtr |
| 8. Develop Retention/Recruitment Plan | |
| A. Review revitalization and master plans | Ongoing |
| B. Review current Placemaking/efforts to assist recruitment | Ongoing |
| C. Maintain data on occupancy in the downtown | Ongoing |
| D. Advertise properties for sale & lease on the website | Ongoing |
| E. Meet with prospective businesses to locate in Highland | Ongoing |
| F. Communicate with realtors listing DT properties | Ongoing |
| G. Communicate with property owners regarding lease/sale potential | Ongoing |
| H. Work with Highland Main Street | Ongoing |
| 9. Highland Main Street | |
| A. Review HMS 2020 Plan of Work; provide feedback if appropriate | 1 st Qtr |
| B. Appoint commission to service on HMS | 1 st Qtr |
| C. Provide assistance with recruiting new members if required | Ongoing |
| D. Review programs, projects and events and offer input/approval | Ongoing |
| 10. Review Properties for Future Development | |
| A. Update Acquisition list if necessary | Ongoing |
| B. Conduct appraisals on properties when appropriate | Ongoing |
| C. Continue with acquisition process when appropriate | Ongoing |
| 11. Public Offerings | |
| A. Review recent public offering | 1 st Qtr |
| B. Prepare Public Offering for (former) Bult Oil site | 3 rd Qtr |
| C. Continue pursuit of sale of Redevelopment-owned properties located at 2811 and 2821 Jewett | Ongoing |

12. Review Current and Expected Allocation Areas and Funds

- | | |
|--|---------------------|
| A. Review a list of current Allocation Areas and Funds generated | 1 st Qtr |
| B. Maintain a listing of Allocation Areas with Semi-Annual Distributions | Ongoing |
| C. Review current and potential projects that may utilize funds | 2 nd Qtr |
| D. Discuss fund use options by reviewing acquisition list and priorities | 3 rd Qtr |
| E. Develop a list of funding priorities and begin funding the projects | 4 th Qtr |

Revision 6_July 14 2020

DRAFT

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 3 August 2020 by his Order 20-34 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/9333163777?pwd=cElxaCtYeDhCVVRUZmdRNGpyV0lNZz09>

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: 933 3163 7777 and Password: 683606

One tap mobile

+13126266799,,9333163777#,,,,0#,,683606# US (Chicago)

+16465588656,,9333163777#,,,,0#,,683606# US (New York)

Dial by your location:

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 933 3163 7777

Password: 683606

Find your local number: <https://zoom.us/u/aeFTj9qmam>

MONDAY, JULY 28, 2020

7:00 P.M.

DRAFT

Roll Call:

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

Minutes of Previous Sessions:

1. Approve Minutes of Study Session and Plenary Business Meeting of June 23, 2020.
2. Approve Minutes of Study Session of July 14, 2020.

Special Orders:

Public Comment:

Communications:

Unfinished Business and General Orders:

New Business:

1. **Resolution 2020-23:** A Resolution of the Highland Redevelopment Commission Accepting the Bid of Grimmer Construction, Incorporated for the Downtown Parking Lot Project Improvement and Enhancement Project Being the Lowest Responsive and Responsible Bid in the Amount of Seven Hundred Fifty-One Thousand Three Hundred Sixty-Six Dollars and 4/100 Cents (\$751,366.04).
2. **Resolution 2020-24:** A Resolution of the Highland Redevelopment Commission to Amend Resolution 2019-28 and Provide a Completion Extension for a Commercial Property Façade Improvement Grant to Bill Les, Les Café Pancake House, of Property Located at 2708-2720 Highway Avenue.

Action to Pay Accounts Payable Vouchers:

094	Redevelopment General	\$	13,622.90
095	Highland Economic Development	\$	0.00
096	Redevelopment Capital	\$	19,164.28
101	Redevelopment Bond & Interest	\$	114,633.75
107	Cardinal Campus Allocation	\$	38,606.00
250	CEDIT Econ. Dev. Income Tax Fund	\$	<u>108,649.10</u>
	TOTAL	\$	294,676.03

Business from the Commissioners:

Next Meeting: The next full Study Session will be August 11, 2020 and convene at 7:00 PM. The next Plenary Meeting will be held on August 25, 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 scheduled for Thursday, August 6, 2020 at 6:30 PM in the Upper Conference room of the Town Hall.

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES - DRAFT
TUESDAY JUNE 23, 2020**

Members of the Highland Redevelopment Commission ("RC", "Commission") met in an electronically convened meeting using the Zoom platform on Tuesday, June 23, 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 7:00 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; Ed Dabrowski, IT Consultant; and Kathy DeGuilio-Fox, Redevelopment Director.

Also Present: There were no additional attendees identified.

General Substance of the Discussion

1. **Review of Plenary Session Agenda:** Ms. DeGuilio-Fox reviewed the agenda items that the Commissioners were to address during their plenary business meeting.
2. **SW Corner of Highway & Kennedy Development - Update:** Ms. DeGuilio-Fox opened discussion by advising the Commissioners of the Pre-Bid meeting that was held on Tuesday, June 16th and that the Bid Opening is scheduled for Thursday, June 25th. Due to the restrictions placed on the number of individuals allowed into the Town Hall at this time, Ms. DeGuilio-Fox reported the Bid Opening will be held in Room 108 of the Lincoln Center where the room will be set up for the expected number of bidders and with social distancing in mind. If the interest shown at the Pre-Bid meeting is an indication of the real interest in the project, Ms. DeGuilio-Fox reported that they expect 4-6 bids on June 25th.
3. **2811 Jewett – Garage Reroofing:** Director DeGuilio-Fox reported to the Commissioners that Gluth Brothers had completed reroofing the garage at 2811 Jewett and that the Gluth invoice will be on the Commissioners July Accounts Payable Docket.
4. **Downtown Streetlight Retrofit or Replacement – Update:** Director DeGuilio-Fox reported that through the work of John Bach on behalf of the Redevelopment Commission, EMCORE Hyre Electric has installed new LED bulbs in the fixture in front of the Fagen-Miller Funeral Home in downtown. With the help of Paul Ziemniak, Associate Inspector Electrical for the Highland Building & Inspection Department, a light reading will be conducted to compare the old lighting, the retrofitted light and one that is a new fixture. In the meantime, EMCORE Hyre will provide a cost estimate for the retrofitted lighting.
5. **Town Hall – Re-Opening Protocol:** Director DeGuilio-Fox advised that the Town of Highland Workplace Safety Measures were included in the packet as information only. It was explained that this was the outcome of numerous employees working together to provide direction and a process for town employees to follow for health and safety measures as the municipal buildings begin to reopen.

6. **Redevelopment Commissioner Comments:** No comments or discussion.

There being no further business, the June 23, 2020 study session of the Highland Redevelopment Commission was adjourned at 7:15 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION
PLENARY MEETING MINUTES - DRAFT
TUESDAY, JUNE 23, 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 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 Plenary Meeting was called to order at 7:15 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: Patrick Krull, School Town of Highland Liaison and non-voting member; Roger Sheeman, Council Liaison to the Redevelopment Commission; Ed Dabrowski, IT Consultant and Kathy DeGuilio-Fox, Redevelopment Director.

Also Present: There were no additional attendees identified.

Minutes of the Previous Sessions: Commissioner Cyril Huerter moved to approve the minutes of the Study Session and Plenary Business meeting of May 26, 2020. Commissioner Bill Leep 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.

Commissioner Leep moved to approve the minutes of the Study Session of June 9, 2020. Commissioner Robyn Radford 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: None

Public Comment: None

Communications: None

Unfinished Business and General Orders: None

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.** As discussed during the study session preceding the plenary meeting, the Commissioners understood that Ms. Ellis, owner of the Primitive Peddler, has requested waiver of June 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. Ms. Ellis had expressed that her business continues to operate under circumstances of less than normal hours and sales. Commissioner Radford moved to authorize Resolution 2020-20 to waive the June 2020 rent owed by Mary Ellis as owner of the Primitive Peddler. Commissioner Leep

seconded the motion. There being no further discussion President Georgeff called for a roll call vote. Upon a roll call vote the motion passed by a vote of four affirmatives and no negatives.

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.** As discussed previously, Commissioners understand that it has been numerous years since an initial public offering was made on the former Bult Oil property. And, in order to sell said property, owned by the Highland Redevelopment Commission, a new public offering must be prepared and advertised. The first step in doing this is to have the property appraised once again. Commissioner Leep moved to approve Resolution 2020-21. Commissioner Radford seconded the motion. There being no further discussion President Georgeff 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 2020-22: 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.** Having discussed the Downtown Parking Lot Improvement and Enhancement project over the past months the Commissioners understood the importance of approving the expenditure of pledged tax increment to pay for the project and that this approval must be received prior to a contract being awarded. Commissioner Leep moved to adopt Resolution 2020-22. Commissioner Radford seconded the motion. There being no further discussion President Georgeff called for a roll call vote. Upon a roll call vote the motion passed by a vote of four affirmatives and zero negatives.

Action to Pay Accounts Payable Vouchers: Commissioner Huerter made a motion to pay accounts payable vouchers as filed on the pending accounts payable docket, covering the period May 28, 2020 through June 24, 2020 and the payroll dockets for May 22, 2020 and June 5, 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, \$12,917.70; Redevelopment Capital Fund, \$0.0;
Redevelopment Bond & Interest, \$0.00; CEDIT Economic Development Income Tax Fund,
\$0.00 and Cardinal Campus Allocation Area, \$1,250.00. Total: \$14,167.70.

Payroll Docket for Payday of May 22, 2020 and June 5, 2020: Redevelopment Department: Total Payroll: \$8009.60.

Business from the Commissioners: Commissioner Radford asked about the senior living facility and wanted to verify certain facts against comments she'd heard being made in public. Discussion ensued and the Commissioners suggested a fact sheet be prepared that could be shared with the public so that opinion and decisions may be made based on fact. The Commissioners expressed their hope that the Plan Commission will approve the project such that it moves forward. Commissioners also asked if there had been any follow up from attorney John Reed in regard to the Speedway/Cheker property on Kennedy Avenue in regard to the title search he'd requested. The commissioners asked that an update be added to the July study session agenda along with a review of the 2020 goals. No other comments or discussion ensued.

Next Meeting: The next Study Session is scheduled for Tuesday, July 14, 2020. The next Public Meeting will convene on Tuesday, July 28, 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, July 2, 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 Huerter made a motion to adjourn the meeting. Commissioner Leep seconded the motion. Upon a roll call vote, the motion passed with four affirmatives and no negatives. The June 23, 2020 public meeting of the Highland Redevelopment Commission was adjourned at 7:45 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES - DRAFT
TUESDAY JULY 14, 2020**

Members of the Highland Redevelopment Commission ("RC", "Commission") met in an electronically convened meeting using the Zoom platform on Tuesday, July 14, 2020. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb's Executive Order 20-04 and 20-09, and 20-25 now extended by his Executive Order 20-30 through 3 August 2020 by his Order 20-34, 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 7:01 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, Bill Leep, Sean Conley and Robyn Radford. Commissioner Cyril (Cy) Huerter was absent with notice. 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. SW Corner of Highway & Kennedy – Development:

- a. **Project Update:** Ms. DeGuilio-Fox opened the conversation by reporting that Grimmer Construction was the lowest most responsive and responsible bidder at \$751,366.04. The Commissioners will have a resolution accepting this bid and awarding the contract to Grimmer Construction at their plenary business meeting on July 28th. She advised that she had been pleased with the firms that responded, not only that they were all well-known construction firms in Northwest Indiana but also that the bids all seemed to be reasonable. Ms. DeGuilio-Fox also reported that Grimmer Construction will work with the Parks Department to be sure the closing of the bike trail and temporary rerouting of the traffic on the trail will be done safely and appropriately.
- b. **Resolution 2020-23 to Accept Grimmer Bid:** The resolution for the Commissioners to accept the bid submitted by Grimmer will be prepared and submitted to them for consideration at their July 28th meeting.
- c. **Groundbreaking Planning:** Ms. DeGuilio-Fox advised that there will be a groundbreaking for the project however only as a photo opportunity. A full event will be planned for the ribbon-cutting and reopening of the project later in the fall. The "groundbreaking" will be scheduled for the first week of August after the contracts have been signed and the project is ready to begin. Brief discussion ensued regarding the ribbon cutting and whether an event could be held in lieu of the current pandemic situation.
- d. **Relocation of Gas Station:** Before turning the meeting over to Attorney Reed, Director DeGuilio-Fox reported that Speedway on 45th & Kennedy Avenue had contacted the Building Department in regards to renovations they hope to do to the property. They are interested in purchasing the property directly to the east of the current gas station (the B&F Pool property) to potentially use it to expand their footprint. That discussion is in early stages and will go

before the Plan Commission and BZA before a determination is made. She also advised everyone that she had reminded Ken Mika that that property is in the Commercial Corridors Allocation Area and the Redevelopment Commission will want to weigh in on the project. And, Ms. DeGuilio-Fox reported she had contacted Attorney Reed when she learned of this expressing interest in using this as a potential opportunity to leverage the Redevelopment Commissions use of the Kennedy Avenue (abandoned) property through the use of the 45th & Kennedy Avenue gas station. The meeting was then turned over to Attorney Reed to report his findings in regard to the Kennedy Avenue properties. He advised that thinking it could be an opportunity to leverage the use of the Kennedy Avenue property is a valid idea and one to be pursued. Attorney Reed reported he had gotten property information from the Lake County and had reviewed the covenants on the property. Attorney Reed explained that although initially it appeared as though covenants restricted the use of the property for another gas station further review actually indicates the covenants may not be as restrictive as first thought. The property may not be used for single-family residential or any use that would require consumption of groundwater. The property was an IDEM project for a reasonable amount of time. However, cleanup appears to have been completed and IDEM would only need to be notified of a new use. Attorney Reed suggested that because there would be multiple land purchase deals happening at one time it would be wise to have all parties in the same room at the same time so all transactions could be conducted. Brief discussion ensued regarding the potential exchange of properties. Attorney Reed advised that he sees no impediment in the Commissions way as far as land use and/or covenant restrictions on the property. Discussion ensued. Commissioners agreed that Ms. DeGuilio-Fox should contact the Khatra's and inquire as to their continued interest in moving their location.

2. **Triangle Equities LLC Façade and Interior Commercial Property Improvement Grants:** Director DeGuilio-Fox opened the discussion by advising the Commissioners that there have been no changes to the grant information as they've discussed in the past. However, with recent changes in development plans it is time to move forward with decisions regarding the two Commercial Property Improvement Grant applications as submitted by Triangle Equities LLC. Discussion ensued. As previously determined, the Commissioners do not feel it appropriate to award an interior grant that is not for a commercial use. In this case, the interior grant is for residential space and would not have an effect on the commercial entities of the downtown. The Commissioners agreed that at their plenary business meeting on July 28th they will deny the Interior grant application for the property located at 8719-8721 Kennedy Avenue. Discussion next ensued regarding the façade grant application for the property located at 8719-8721 Kennedy Avenue. As previously determined, the Commissioner felt that they are inclined to approve the grant request if the owner of the property will change the façade design that was present. The Commissioners approve of the materials used however the design is not what they would like to see in the Highland downtown district. Director DeGuilio-Fox was instructed to notify the petitioner, Triangle Equities LLC, to inform them of these decisions and ask that they provide a new façade design as soon as possible such that the Commissioners may review it prior to their plenary business meeting on Tuesday, July 28, 2020.
3. **2020 Goals Review:** Ms. DeGuilio-Fox directed the Commissioners attention to the 2020 Goals that had been included in their packet. Commissioners had requested that their 2020 Goals be reviewed and updated if necessary. Discussion ensued. After much discussion the Commissioners asked Director DeGuilio-Fox to update their 2020 Goals as follows:
 - i. Include "Consider Development of Container Market" under Goal #1: Development of Kennedy/Condit corridor of Downtown Highland. Discussion ensued regarding the development of a container market in the Highland downtown. Ms. DeGuilio-Fox shared with the commissioners that she had, in fact, been working with a company out

of Chicago last year to do this. However, the Commission at that time did not move forward on the idea.

- ii. Move Goal #6: "Downtown Lighting" up to Goal #2. Ms. DeGuilio-Fox reported she has been in contact with an individual at Hyre Electric. This is the person John Bach had been working with before he retired. Matt Summers is in the process of preparing a proposal for retrofitting the downtown street lights. Ms. DeGuilio-Fox will report back when she has a potential cost and more information.
- iii. Update Goal #11; "Public Offerings" to include "Prepare Public Offering for (former) Bult Oil site". Ms. DeGuilio-Fox reminded everyone that due to the number of years that have passed a new public offering is required for them to sell the former Bult Oil property and that she is waiting for the appraisals to be completed first.

The Commissioners agreed that these changes would be sufficient at this time however they will continue to review their goals throughout the year.

4. **Bult Oil Property – Update and Next Steps:** Ms. DeGuilio-Fox advised that she had not yet received completed appraisals although both had been advised that on June 23, 2020 the Redevelopment Commission had approved them to complete appraisals of the former Bult Oil property. Ms. DeGuilio-Fox also advise that she had not yet heard from IFA in regard to the Site Status Letter. She will continue to check into that and begin work on the public offering for the property.
5. **Redevelopment Commissioner Comments:** Commissioners inquired as to why the property listings on the Highland website were not providing more information. Director DeGuilio-Fox advised that the listings were as they are due to the way the Idea Factory thought that page should be done. She advised that she and Lance had notified the Idea Factory on numerous occasions that numerous of the links were broken and/or redirecting an individual to a site different than where the intended listing should have been. She advised that she had very recently, in fact, had the same conversation and was told that the issues would be looked into. Roger indicated that he would have a conversation with the Idea Factory as he has been in regard to the Highland website. Councilman Sheeman indicated that the Council is looking into getting a different website developer and they have interviewed at least one firm already. Commissioners also inquired as to the status of the senior housing development. Discussion ensued. The Commissioners have asked that a fact sheet be developed so that they may better understand the project.

There being no further business, Commissioner Sean Conley moved to adjourn the meeting. The motion was seconded by Commissioner Bill Leep. The motion passed by a voice vote of 4 affirmatives and 0 negatives. The July 14, 2020 study session of the Highland Redevelopment Commission was adjourned at 8:15 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

RESOLUTION 2020-23

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
ACCEPTING THE BID OF GRIMMER CONSTRUCTION, INCORPORATED FOR THE
DOWNTOWN PARKING LOT IMPROVEMENT AND ENHANCEMENT PROJECT
BEING THE LOWEST RESPONSIVE AND RESPONSIBLE BID IN THE AMOUNT OF
SEVEN HUNDRED FIFTY-ONE THOUSAND THREE HUNDRED SIXTY-SIX DOLLARS
AND 4/100 CENTS (\$751,366.04)**

Whereas, The Redevelopment Commission of the Town of Highland, Indiana (“The Redevelopment Commission”) is authorized to undertake redevelopment activities under IC 36-7-14 (the “Act”) and more specifically Section 39 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 is authorized to negotiate and enter into contracts pursuant to the Act; and

Whereas, a License Agreement with Northern Indiana Public Service Company (“NIPSCO”), owner of said property, has been entered into with NIPSCO’s approval of the Highland Redevelopment public project to improve and enhance the southwest corner of Kennedy Avenue and Highway Avenue; and

Whereas, Engineering and architectural plans, drawings, specification, and descriptions for a project described as the Downtown Parking Lot Improvement and Enhancement Project (the “Project”), said Project have been prepared and are on file with the Redevelopment Commission; and

Whereas, the following bids were received at 2:00 p.m. on June 25, 2020:

	<u>Bidder</u>	<u>Base Bid</u>
1.	Hasse Construction Company, Inc.	\$835,800.00
2.	Rieth-Riley Construction Co., Inc.	\$879,362.31
3.	Walsh & Kelly, Inc.	\$832,788.05
4.	Grimmer Construction, Inc.	\$751,366.04
5.	Gariup Construction Co., Inc.	\$937,500.00
6.	Site Services, Inc.	\$895,338.00

Whereas, Weaver Holdings Consulting Engineers and the Director of Redevelopment have reviewed the bids and determined that the bid of Grimmer Construction, Incorporated, in the amount of Seven Hundred Fifty-One Thousand Three Hundred Sixty-Six Dollars and 4/100 Cents (\$751,366.04), to be the lowest responsive and responsible bid; and

Whereas, there are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 36-7-14 (the “Act”) and more specifically Section 39; and

Whereas, the Town of Highland, through its Redevelopment Commission, now desires to accept the recommendation of the Redevelopment Director and award a construction contract to Grimmer Construction, Incorporated for the Downtown Parking Lot Improvement and Enhancement Project.

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

1. The prefatory statements set forth above are incorporated herein as if set forth at length.
2. The Redevelopment 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 to improve and construct public improvements of the Project as a redevelopment activity within the Highland Redevelopment District, but more specifically the Highland Redevelopment Area (also known as the Downtown Redevelopment Area) consistent with the Plan for the Highland Redevelopment Area as also within the Highland Redevelopment Area Allocation Area as designated for tax increment financing purposes.
3. The Redevelopment Commission upon review of the Project, its purpose and use is deemed to be a redevelopment activity for which redevelopment funds, including tax increment from the Highland Redevelopment Area Allocation Fund may be expended as a qualified and eligible project pursuant to Section 39(b)(3) of the Act.
4. The Redevelopment Commission hereby finds that the bid of Grimmer Construction, Incorporated for the Downtown Parking Lot Improvement and Enhancement Project in the amount of Seven Hundred Fifty-One Thousand Three Hundred Sixty-Six Dollars and 4/100 Cents (\$751,366.04) is hereby accepted as the lowest responsive and responsible bid.
5. Further, the Redevelopment Director and President of the Highland Redevelopment Commission are hereby authorized to execute the agreement and all documents necessary to implement the project.
6. This resolution shall be in full force and effect after its passage and adoption by the Redevelopment Commission.

DULY PASSED AND RESOLVED by the Redevelopment Commission of the Town of Highland, Lake County, Indiana, this 28th day of July, 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
Town of Highland, Indiana Redevelopment Commission

Dated

By: _____
Kathy DeGuilio-Fox, Redevelopment Director
Town of Highland Department of Redevelopment

Dated

Resolution 2020-23_Adopted 07-28-2020

Resolution No. 2020-24

A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION TO AMEND RESOLUTION 2019-28 AND PROVIDE A COMPLETION EXTENSION FOR A COMMERCIAL PROPERTY FACADE IMPROVEMENT GRANT TO BILL LES, LES CAFÉ PANCAKE HOUSE, OF PROPERTY LOCATED AT 2708-2720 HIGHWAY AVENUE

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 District"), 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 on May 28, 1997, adopted Resolution No. 1997-01 declaring the Highland Redevelopment Area to be an area in need of redevelopment within the meaning of the Act; and

WHEREAS, Resolution No. 1997-01 was confirmed by the Commission with the adoption of Resolution No. 1997-02 on July 8, 1997; and

WHEREAS, Subsequent Resolutions, No. 2003-01, No. 2005-11, No. 2006-10, No. 2007-08, and No. 2008-09 confirmed expansion of the Redevelopment Area; and

WHEREAS, the Commission accepted the 2007 Comprehensive Plan for the Highland Redevelopment Area on March 14, 2007; and

WHEREAS, the Commission has prepared, developed and approved the Supplement to the Highland Municipal Code, Section 214.180: RD-Redevelopment District (Architectural and Design Standards and Guidelines for the Redevelopment Area); and

WHEREAS, the Commission from time to time may develop a program to improve the downtown; and

WHEREAS, the Commission through its 2016 budget approved the Façade Improvement Grant Program which is intended to provide financial assistance for significant exterior building façade improvement in the Highland Downtown Redevelopment Area; and

WHEREAS, the goal of the program is to attract retail growth, additional business traffic, and catalyze investment through improved aesthetics; and

WHEREAS, The Les Café Pancake House, by and through, Bill Les, applied for a grant totaling \$79,000.00, of which a not to exceed 30%, or \$23,700.00, would be reimbursed upon completion of the work with approved receipts; and

WHEREAS, the original grant application was given approval on August 19, 2019 by Resolution No. 2019-28 for a maximum award of \$23,700.00, the petitioners now request approval to extend the completion deadline due to an inability to complete the approved improvements within the one (1) year timeline allowed by the application process; and

WHEREAS, the Redevelopment Commission recognizes that mobilizing construction crews for interior and façade work was affected by Executive Order 20-02, and subsequent Executive Orders, as issued by Indiana Governor Eric Holcomb addressing the public health emergency created by the COVID-19 Pandemic; and

WHEREAS, The Les Café Pancake House is seeking consideration to amend their original grant application and have therefore requested an extended period in which to complete the project work; and

WHEREAS, granting approval of petitioners request to extend the completion deadline provides an additional One Hundred Eight (108) days in which to complete the project, extending the original completion date from August 19, 2020 to December 5, 2020.

All property taxes must be paid and up to date and there shall be no liens against the property;

NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission as follows:

1. That the Commission finds and determines it will be of public utility and benefit to approve the completion extension requested by The Les Café Pancake House for a Façade Improvement Grant for property located at 2708-2720 Highway Avenue.
2. The original total project cost applied for was \$79,000.00 as designated by the contractors work estimates submitted as supporting documentation to the application and remains unchanged.
3. That the Commission has approved by Resolution 2019-28 and will provide an up to and not to exceed reimbursement of \$23,700.00 of the estimated project costs, based upon the total project cost of \$79,000.00 remains unchanged.
4. That all reimbursements will be made upon delivery of proof of work completed, and receipt by the Highland Redevelopment Commission, of

approved receipts for work performed, and proof that all property taxes are paid and up-to-date and no liens have been filed on the property remains unchanged.

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

ADOPTED AND APPROVED by the Highland Redevelopment Commission, Lake County, Indiana this 28th day of July, 2020 having passed by a vote of ____ in favor and ____ opposed.

Highland Redevelopment Commission

**By: _____
George Georgeff, President**

Attest:

**By: _____
Robyn Radford, Secretary**

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 094 REDEVELOPMENT GENERAL						
Dept 0000	OFFICE SUPPLIES	87603	OFFICE DEPOT, INC	OFFICE SUPPLIES	159.99	
094-0000-20003	GENERAL ENGINEERING SERVICES	87598	NIES ENGINEERING, INC.	GENERAL ENGINEERING SERVICES	606.83	
094-0000-31003	LEGAL AD- BID INVITE	87611	THE TIMES OF NW INDIANA	LEGAL AD- BID INVITE	81.30	
094-0000-33001	REDEV COMM BONDS 2 OF 5 (W.LE	87292	KEYSTONE BONDING&SURETY AGE	REDEV COMMISSIONER BONDS (4 OF 5)	400.00	32640
094-0000-34001	HEALTH INS	87591	TOWN OF HIGHLAND INS FUND (JULY 2020 HEALTH/LIFE INS PREM RE	1,943.16	32717
094-0000-34023	LIFE INS	87591	TOWN OF HIGHLAND INS FUND (JULY 2020 HEALTH/LIFE INS PREM RE	15.88	32717
094-0000-34043	UTILITIES- 2821 JEWETT	87609	NORTHERN IN PUBLIC SERVICE	UTILITIES- 2821 JEWETT	100.67	
094-0000-35008	UTILITIES- 2811 JEWETT	87610	NORTHERN IN PUBLIC SERVICE	UTILITIES- 2811 JEWETT	196.62	
094-0000-35008	STORM- 8620 KENNEDY	87604	TOWN OF HIGHLAND UTILITIES	STORM- 8620 KENNEDY	40.67	
094-0000-35008	STORM-8618 KENNEDY	87605	TOWN OF HIGHLAND UTILITIES	STORM- 8618 KENNEDY	40.67	
094-0000-35008	STORM- 8612 KENNEDY	87606	TOWN OF HIGHLAND UTILITIES	STORM- 8612 KENNEDY	10.14	
094-0000-35008	STORM-8610 KENNEDY	87607	TOWN OF HIGHLAND UTILITIES	STORM- 8610 KENNEDY	10.14	
094-0000-35008	STORM- 2605 CONDI	87608	TOWN OF HIGHLAND UTILITIES	STORM- 2605 CONDI	10.14	
094-0000-39001	RAI ANNUAL DUES	87602	AIM, ACCELERATE IND MUNICIP	RAI ANNUAL DUES	125.00	
094-0000-39001	52 WEEK SUBSCRIPTION	87614	THE TIMES OF NW INDIANA	52 WEEK SUBSCRIPTION	124.99	
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	87311	PAYROLL ACCOUNT	7/3PRL D/S TRANSFER REDEVELOPMENT	4,878.36	32643
094-0000-45200	REDEVELOP GEN TRANSFER PERF	87521	PAYROLL ACCOUNT	7/17 PRL D/S TRANSFER REDEVELOPM	4,878.34	32656
Total For Dept 0000					13,622.90	
Total For Fund 094 REDEVELOPMENT GENERAL					13,622.90	
Fund 096 REDEVELOPMENT CAPITAL						
Dept 0000	ROOF REPLACEMENT- 2811 JEWETT	87601	GLUTH BROTHERS ROOFING CO,	ROOF REPLACEMENT- 2811 JEWETT	16,689.00	
096-0000-31007	LIGHTS REPAIR- 2821 JEWETT	87615	MIDWESTERN ELECTRIC INC	LIGHTS REPAIR-2821 JEWETT	253.64	
096-0000-42012	EXTERIOR SIGN DESIGN	87597	VIA MARKETING, INC	EXTERIOR SIGN DESIGN	2,221.64	
Total For Dept 0000					19,164.28	
Total For Fund 096 REDEVELOPMENT CAPITAL					19,164.28	
Fund 101 REDEVELOPMENT BND & INT NON-EXEMPT						
Dept 0000	REDEV BD PAYMENT OF PRINCIPAL	87739	THE HUNTINGTON NATIONAL BAN	REDEVELOPMENT DISTRICT BOND SERIE	105,000.00	999286
101-0000-39011	REDEV BD PAYMENT OF INTEREST	87739	THE HUNTINGTON NATIONAL BAN	REDEVELOPMENT DISTRICT BOND SERIE	9,633.75	999286
Total For Dept 0000					114,633.75	
Total For Fund 101 REDEVELOPMENT BND & INT NON-EXEMPT					114,633.75	
Fund 107 CARDINAL CAMPUS ALLOCATION						
Dept 0000	PAYMENT OF PRINCIPAL	87720	REGIONS BANK	CARDINAL CAMPUS PRINCIPAL PAYMENT	38,606.00	999285
107-0000-39011			Total For Dept 0000		38,606.00	
Total For Fund 107 CARDINAL CAMPUS ALLOCATION					38,606.00	
Fund 250 CREDIT ECON. DEV. INCOME TAX FUND						
Dept 0000	GRANT PLANNING SERVICES	87600	KARNERBLUE ER, LLC	GRANT PLANNING SERVICES	900.00	
250-0000-35010	PARKING LOT LIGHTS-HIGHWAY &	87616	MIDWESTERN ELECTRIC INC	PARKING LOT LIGHTS-HIGHWAY & KENN	117.40	
250-0000-35010	SITE RENDERING INVOICE #8019	87612	VIA MARKETING, INC	SITE RENDERING INVOICE #8019	345.00	
250-0000-35010	SITE RENDERING INVOICE #8032	87613	VIA MARKETING, INC	SITE RENDERING INVOICE #8032	345.00	
250-0000-35010	ENGINEERING SERVICES	87599	WEAVER HOLDINGS,LLC	ENGINEERING SERVICES	6,941.70	
250-0000-39925	CONTRIBUTION TO STOCH DEBT SE	87738	SCHOOL TOWN OF HIGHLAND	2020 CONTRIBUTION TO STOCH DEBT SE	100,000.00	44301

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

Fund 250 CREDIT ECON. DEV. INCOME TAX FUND
 Dept 0000

Total For Dept 0000

108,649.10

Total For Fund 250 CREDIT ECON. DEV. INCOME TAX FUND

108,649.10

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
				Fund 094 REDEVELOPMENT GENERAL	13,622.90	
				Fund 096 REDEVELOPMENT CAPITAL	19,164.28	
				Fund 101 REDEVELOPMENT BND & INT	114,633.75	
				Fund 107 CARDINAL CAMPUS ALLOCATI	38,606.00	
				Fund 250 CREDIT ECON. DEV. INCOME	108,649.10	
				Fund Totals:	294,676.03	

