

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
July 8, 2009**

The Highland Redevelopment Commission (“Commission”, “RC”) met in Study Session on Wednesday, July 8, 2009 at 6:33 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. The Study Session was called to order by President Adam Gawlikowski. The minutes were prepared by Director Cecile Petro.

ROLL CALL: Present on silent roll call included Commissioners: Adam Gawlikowski, Greg Kuzmar, Tom Crowel, and Dominic Noce. Also in attendance were Attorney Carol Green-Fraley, Councilman Bernie Zemen, and School Board Liaison Luanne Jurczak. Commissioner Selena Rich was absent with notice.

General Substance of the Study Session

The Commission discussed the **agenda** for the public meeting. Director Petro discussed items on the claims and Commissioner Kuzmar stated that the minutes were incorrect regarding the Commission’s review of a cover letter for the proposed design standards that was to be sent out to property owners in the Redevelopment Area. He stated that at the last meeting the Commissioners requested a copy to review.

The Director reviewed the **letters to the Lake County Auditor** regarding the need for the Redevelopment Commission to capture all of the “Potential Captured Assessment in the Allocation Area as of July 15, 2009 to satisfy debt service and leases and/or projects and programs located in or physically connected to the Allocation Area as identified in the redevelopment Plan for the Revitalization Area”.

Director Petro explained the need for a motion to approve the **Director’s Compensatory Time** use during the pay period ending June 27, 2009. She stated that at this time a formal policy does not exist for her to use compensatory time. The Clerk Treasurer’s office will be developing a policy for the future.

Discussion ensued on the possible **rezoning of the Bult Oil property**. Commissioners asked questions regarding the implications of requesting a zoning change or keeping the zoning as light industrial (I-1). Attorney Green-Fraley stated that if the Commission desires to put the property up for sale, it would have to state that it intends to request a business (B-3) designation and that the asking price would be the average of the two appraisals. Several years ago Commissioner Noce and Director Petro met with David Darnell owner of Darnell’s Auto Service to see if Mr. Darnell was interested in relocating to the Bult Oil site in exchange for his downtown location. Commissioner Noce will inquire if he is still interested.

ADJOURNMENT: The Study Session was adjourned at 7:14 PM for the Public Meeting.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING
July 8, 2009**

The Highland Redevelopment Commission (“Commission”, “RC”) met in a Public Meeting on July 8, 2009 at 7:28 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. Redevelopment Commission President Adam Gawlikowski called the meeting to order.

ROLL CALL:

Present on roll call included Redevelopment Commissioners Adam Gawlikowski, Greg Kuzmar, Tom Crowel, and Dominic Noce. Also in attendance were Attorney Carol Green-Fraley, Councilman Bernie Zemen, and School Board Liaison Luanne Jurczak. Taking minutes for the meeting was Director Petro. Commissioner Rich was absent with notice. Economic Development Commissioner George Vande Werken entered after the minutes were approved.

MINUTES OF PREVIOUS SESSIONS:

Commissioner Crowel made a motion to accept the minutes as prepared for the Public Meeting and Study Session of June 24, 2009. Commissioner Kuzmar seconded the motion; however, he wished to amend the motion to state “Commissioners will review a Public Notice cover letter for the proposed Design standards” in place of the current language which reads, “Commissioners reviewed a Public Notice cover letter for the proposed Design Standards”. Commissioner Crowel withdrew his motion. Commissioner Kuzmar made a motion to accept the minutes with the above change in language. Commissioner Crowel seconded the motion. **Motion carried 4 ayes, 0 nays, and 1 absent.**

SPECIAL ORDERS: None

COMMUNICATIONS: None

UNFINISHED BUSINESS AND GENERAL ORDERS: None

NEW BUSINESS:

Commissioner Noce made a motion to approve the July 15 Assessed Value Capture Notice Letters to the Lake County Auditor for the Allocation Areas within Highland Acres and the Downtown Redevelopment Area. Commissioner Crowel seconded the motion. **Motion passed 4 ayes, 0 nays, and 1 absent.**

Commissioner Kuzmar made a motion for the Redevelopment Commission to acknowledge that the Redevelopment Director documents her time spent on public business—including time in excess of forty (40) hours each week and in excess of eighty (80) hours for each pay period; and further moved that for the pay period ending June 27, 2009, that the Redevelopment Director be authorized and permitted to draw from the documented, accumulated excess working hours the amount of forty two and one-half

(42.5) hours as compensable paid time off for that pay period. Commissioner Noce seconded the motion. **Motion carried 4 ayes, 0 nays, and 1 absent.**

ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Noce made a motion to accept accounts payable claims as posted. Commissioner Kuzmar seconded the motion. **Motion passed 4 ayes, 0 nays, and 1 absent.**

BUSINESS FROM THE COMMISSIONERS: None

PUBLIC COMMENTS:

Director Petro thanked the Commission for their thoughts and prayers during her husband's illness and death. She also thanked them for the memorial gift.

NEXT MEETING:

The Redevelopment Commission will meet in a Public Meeting on August 12, 2009 with a Study Session before and following the Public Meeting. The next full Study Session will be July 22, 2009 at 6:30 PM.

ADJOURNMENT:

Commissioner Noce made a motion to adjourn. Commissioner Crowel seconded the motion. **By a unanimous voice vote the meeting was adjourned at 7:45 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION RECONVENED
July 8, 2009**

The Highland Redevelopment Commission (“Commission”, “RC”) reconvened at 7:45PM in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana.

ROLL CALL: Present on silent roll call included Commissioners: Dominic Noce, Greg Kuzmar, Tom Crowel, and Adam Gawlikowski. Also in attendance were Economic Development Commissioner George Vande Werken, School Board Liaison Luanne Jurczak, and Councilman Bernie Zemen. Absent with notice was Commissioner Selena Rich.

General Substance of the Study Session

The Director explained the boundaries for the **Riverfront Development District** which are outlined in the approval letter from the Alcohol and Tobacco Commission.

Commissioners questioned when the Plan Commission would take up the **Design Standards** issue. Director Petro stated that it will be taken up at the August 2009 Plan Commission meeting. Letters to property owners within the Redevelopment Area will be sent out next week.

The Director answered questions about various **Highland properties and developers** interested in Highland.

.Adjournment: The Study Session was adjourned by voice vote at 8:07 PM.