

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
TUESDAY, MARCH 9, 2021**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met in an electronically convened meeting using the Zoom platform on Tuesday, March 9, 2021. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb’s Executive Order 20-04, 20-09 and 20-25 now extended through 31 March 2021 by his Order 21-05, 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 6:35 p.m. by Commission President Cy Huerter.

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

Roll Call: Commissioners present included Sean Conley, George Georgeff, Cy Huerter, Bill Leep and Robyn Radford. 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: John Jurisa, Weichert Realtors.

General Substance of the Discussion

1. **21 PAY 22 Tax Abatement Compliance Review – Discussion:** Director DeGuilio-Fox explained the annual process to the Commissioners and why it is done each year. She also shared the outcome of the Monday, March 8, 2021 Town Council review with the Commissioners advising that seven of the eight property owners were found to be in compliance and one was not. Brief discussion ensued.
2. **2021 Budget Year Determination for Tax Increment for Highland Allocation Areas:** Director DeGuilio-Fox directed the attention of the Commissioners to the draft resolutions in their packet. She explained this also is an annual process that she is involved with and has numerous tasks to complete as a part of it. She explained why this is done and that it is part of the annual review of redevelopment activities report she prepares as well as the online reporting submitted to the Department of Local Government Finance. Ms. DeGuilio-Fox explained what it means to capture the entire increment. Brief discussion ensued.
3. **Bult Oil Property – Report:** Mr. Jurisa provided an update report as to his activities over the past two weeks in regard to marketing the former Bult Oil property. He explained that several of the potential users: auto mechanic, cabinet maker, concrete contractor were all concerned with the environmental issues and their potential liability. Several other potential users that expressed interest: motorhome and/or camper trailer storage, automobile storage were told the use is not allowed by town code. Mr. Jurisa advised he added language to the marketing to suggest the site be used for a cell tower. It is allowed per ordinance and would not require sewer or water service. Discussion ensued as to how to market the property most effectively for this use. Pat Krull provided suggestions from an acquaintance including: 1. contact acquisition companies who market specifically to wireless vendors, 2. contact major tower companies and indicate this is a permitted use per Highland code, 3. publicly list with a commercial realtor and market as available for cell tower property (John Jurisa already doing this) and 4. The town could build a cell tower and lease it to an end-user. Ms. DeGuilio-Fox was instructed to follow up with Mr. Krull’s contact. She was also instructed to follow up with IDEM regarding their determination and what can be done other than to pursue a Comfort Letter. Commissioners also

instructed Ms. DeGuilio-Fox to request that Chief Timmer contact the pipeline companies to ask if they have copies of the five reports that the town is unable to locate.

4. **Kennedy Avenue Properties – Discussion:** Ms. DeGuilio-Fox advised she had contacted four appraisers as the first step to a public offering of the property located at 8610 – 8620 Kennedy Avenue, currently owned by the Redevelopment Commission. She explained that she'd received two quotes as requested while the other two appraisers were unable to respond, one due to health issues and the other felt town code did not allow the property to be appraised as requested. Discussion ensued. Director DeGuilio-Fox advised that the two quotes were reasonable and well within budgetary allowances. One quote was for \$1,200 and the other for \$1,100. She further advised that a final decision could not be made during the commissioners study session however she would have a resolution prepared for consideration during the plenary session on March 23rd. The commissioners agreed that they would like to move forward with the two quotes as received.
5. **Wayfinding Sign Project – Discussion:** Ms. DeGuilio-Fox directed the Commissioners attention to the wayfinding sign samples included in their packet. Director DeGuilio-Fox explained she had researched two community programs: Naperville and Wheaton. Upon review of the wayfinding sign pictures discussion ensued. Discussion was also held as to where in the downtown the wayfinding signs could be placed and if they could be mounted on the street light poles below the community banners. The project will continue to move forward as additional information is gathered.
6. **Redevelopment Commission Comments:** The Commissioners had no additional comments although Ms. DeGuilio-Fox reminded those with outstanding bond applications to please get them to her as quickly as possible.

There being no further discussion Commission President Huerter asked for a motion to adjourn the study session. Commissioner Leep moved to adjourn and the motion was seconded by Commissioner Conley. By a voice vote of five affirmatives and zero negatives the March 9, 2021 study session of the Highland Redevelopment Commission was adjourned at 7:40 P.M.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.