

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
MONDAY, MAY 21, 2018**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met on Monday, May 21, 2018 at 7:34 p.m. in the Council Chamber of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Bernie Zemen called the meeting to order. Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director.

Roll Call: Commissioners present were Mark Herak, Michael Griffin, Dan Vassar, Steve Wagner and Bernie Zemen. A quorum was attained.

Additional Officials Present: Pat Krull, School Town of Highland Commissioner; Rhett Tauber, Esq. Redevelopment Commission Attorney; and Kathy DeGuilio-Fox, Redevelopment Director were present.

Also present: Larry Kondrat, Board of Waterworks Directors; and Susan Murovic, Advisory Board of Zoning Appeals were also present.

General Substance of the Discussion

Review of Public Meeting Agenda: In preparation for the Redevelopment Commission plenary meeting scheduled to follow the May 21, 2018 Study Session, the agenda was reviewed. Director DeGuilio-Fox gave a brief overview of the agenda items.

Downtown Business Update: Director DeGuilio-Fox advised that sales are pending still on both 2813 (Lincoln’s) and 2936 (Anthony’s) Highway Avenue. A new lease has been signed on 2845 (Sewing Center) Highway Avenue.

Petrites Property: Ms. DeGuilio-Fox asked the Commissioners for direction in regard to the beautification project that they wanted to see on the Petrites Property. Discussion ensued.

Maria’s Buena Cocina: Director DeGuilio-Fox provided a brief update regarding the relocation progress of the current tenant at 8620 Kennedy Avenue. Reportedly, a new lease is to be signed soon. The attorney for the Curiel family is in contact with Attorney Tauber and upon receipt of information Attorney Tauber will advise the Redevelopment Commission of what sort of relocation assistance, if any, is requested by the Curiel’s. Discussion ensued.

Town Theatre, Inc.: Ms. DeGuilio-Fox advised that she was invited and attended a recent meeting of the Town Theatre, Inc. board of directors to present the Redevelopment Department mural project concept. During the meeting Ms. DeGuilio-Fox was asked, and answered, questions from the board. The day following the meeting she received an email advising that the grant request from the Redevelopment Department had been denied. Discussion ensued.

Highland Main Street Bureau: Director DeGuilio-Fox provided an update on HMS activities including:

- The 2018 Highland Downtown Car Cruise is scheduled for Saturday, June 2nd from 1-5 p.m. Flyers were distributed and an invitation offered for everyone to attend.
- The 2018 Highland Poet Laureate has been selected. Alaina Polen will attend the June 11th meeting of the Highland Town Council and be introduced.
- The Highland Community Foundation has approved a \$500 grant to the Highland Main Street Bureau for the purchase of the sculpture currently located at the trail head on Highway Avenue.

NIPSCO and the Highland Parks Department approvals have been received so the sculpture may remain in its current location.

- Last Call for Summer, an event coordinated by the Highland Main Street Bureau, is scheduled for Saturday, August 11th from 1:00 to 6 p.m. at Main Square and will feature local bands, food from Highland restaurants and a beer garden operated by 95ate5 Pub/Comforts Catering located in St. John.

South Shore Convention & Visitors Authority: The Highland “Things to Do: and “Restaurants” listings have been posted under the South Shore Convention & Visitors Authority’s “The Region” pages.

There being no further discussion, the May 21, 2018 Study Session of the Highland Redevelopment Commission ended at 7:59 p.m.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING MINUTES
MONDAY, MAY 21, 2018**

The Highland Redevelopment Commission ("Commission", "RC") met in a Public Meeting on May 21, 2018 in the Council Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Zemen called the meeting to order at 8:00 p.m. and led those present in the Pledge of Allegiance. Taking minutes for the meeting was Director Kathy DeGuilio-Fox.

Roll Call: Present on roll call were Redevelopment Commissioners Michael Griffin, Mark Herak, Dan Vassar, Steve Wagner and Bernie Zemen. A quorum was attained.

Additional Officials Present: Pat Krull, School Town of Highland Commissioner; Rhett Tauber, Esq. Redevelopment Commission Attorney; and Kathy DeGuilio-Fox, Redevelopment Director were present.

Also present: Larry Kondrat, Board of Waterworks Directors and Susan Murovic, Advisory Board of Zoning Appeals were also present.

Minutes of the Previous Meetings: Commissioner Dan Vassar made a motion to approve the minutes of the Special Public Meeting of April 16, 2018. Commissioner Michael Griffin seconded the motion. Upon a roll call vote, the motion passed. The minutes were approved by a vote of five affirmatives and no negatives.

Special Orders: None

Public Comment: Pat Krull, School Town of Highland Commissioner, advised that on May 25th the Highland schools will adjourn for the summer and resume on August 14th. There were no other public comments.

Communications: None

Unfinished Business and General Orders: None

New Business:

- 1. Resolution 2018-13: A Resolution of the Highland Redevelopment Commission Concerning the 2018 Budget Year Determination for Tax Increment for the Highland Acres Allocation Area.** Commissioner Griffin made a motion to adopt Resolution 2018-13. Commissioner Steve Wagner seconded the motion. Upon a roll call vote the motion passed five affirmatives and no negatives. Commissioner Griffin cautioned that these resolutions are basically saying the Town of Highland wants to collect 100% of the allocation area increment. Mr. Griffin spoke with Highland's bond counsel and while there has been no audit finding in regard to the allocation area's increment, the Town needs to be consistent with its plan and determine an appropriate way to spend down the accumulated increment. Discussion ensued regarding potential projects within the Redevelopment districts.
- 2. Resolution 2018-14: A Resolution of the Highland Redevelopment Commission Concerning the 2018 Budget Year Determination for Tax Increment for the Highland Redevelopment (Downtown) Allocation Area.** Commissioner Wagner made a motion to adopt Resolution 2018-

14. Commissioner Dan Vassar seconded the motion. Upon a roll call vote the motion passed five affirmatives and no negatives.
3. **Resolution 2018-15: A Resolution of the Highland Redevelopment Commission Concerning the 2018 Budget Year Determination for Tax Increment for the Highland Commercial Corridors Allocation Area.** Commissioner Wagner made a motion to adopt Resolution 2018-15. Commissioner Vassar seconded the motion. Upon a roll call vote the motion passed five affirmatives and no negatives.
4. **Resolution 2018-16: A Resolution of the Highland Redevelopment Commission Authorizing a Contract with BJ Comforts LLC D/B/A 95ate5 Brew Pub for Operating a Beer Garden on August 11, 2018.** Commissioner Mark Herak made a motion to adopt Resolution 2018-16. Commissioner Wagner seconded the motion. Upon a roll call vote the motion passed five affirmatives and no negatives.

Action to Pay Accounts Payable Vouchers: Commissioner Wagner made a motion to pay account payables as presented in the amount of \$17,035.60. Commissioner Vassar seconded the motion. Upon a roll call vote, and with an abstention from Commissioner Michael Griffin, the motion passed.

Business from the Commissioners: None

Next Meeting: The next full Study Session will be held on June 4, 2018 at 7:00 p.m. The next Public Meeting will be convened on June 18, 2018 at 7:30 p.m. A Study Session at 7:00 p.m. will precede the public meeting and reconvene following the public meeting if deemed necessary. The next meeting of the Highland Main Street will be Thursday, June 7, 2018 at 6:30 p.m. in the Upper Conference room of the Town Hall.

Adjournment: There being no further business of the Highland Redevelopment Commission, Commissioner Vassar made a motion to adjourn the meeting. Commissioner Griffin seconded the motion. Upon a voice vote, the motion passed. The May 21, 2018 public meeting of the Highland Redevelopment Commission was adjourned at 8:15 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

**TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION**

RESOLUTION NO. 2018-13

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE 2018 BUDGET YEAR DETERMINATION FOR TAX
INCREMENT FOR THE HIGHLAND ACRES ALLOCATION AREA**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), has designated the Highland Acres Allocation Area (the "Allocation Area") for purposes of capturing tax increment revenues pursuant to Indiana Code 36-7-14-39 (the "Tax Increment");

WHEREAS, pursuant to Indiana Code 36-7-14-39(b)(4)(A) and 50 IAC 8-2-4, the Commission is required to make a determination on Tax Increment and to notify overlapping taxing units as well as the Lake County, Indiana Auditor and the Common Council (the "Town Council") of the Town of Highland, Lake County, Indiana, as the fiscal body of the Town, which created the Commission; and

WHEREAS, with respect to the Allocation Area, for the budget year 2018, the Commission has determined the amount of Tax Increment projected to be collected in 2018 as well as the amount of Tax Increment needed in 2018 to meet the Commission's outstanding debt service or lease payment obligations, to pay for projects that are located in or directly serve or benefit the Allocation Area, and to meet other purposes permitted by Indiana Code 36-7-14-39(b)(3), as set forth in the COMMISSION DETERMINATION as attached hereby;

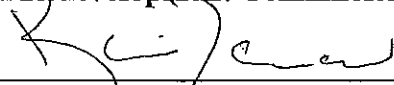
NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission as follows:

SECTION ONE: The Commission has determined that all potential captured assessment (as defined in 50 IAC 8-1-16) with respect to the Allocation Area as of the January 1, 2017 assessment date (for Pay 2018) shall be captured assessment (as defined in 50 IAC 8-1-10), and overlapping taxing units as well as the Lake County, Indiana Auditor and the Town Council will be provided written notice of such determination pursuant to Indiana Code 36-7-14-39(b)(4)(B).

SECTION TWO: This Resolution shall take effect, and be in full force and effect, from and after its passage and approval by the Commission.

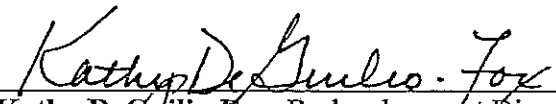
ADOPTED AND APPROVED at a meeting of the Highland Redevelopment Commission held on the 21st day of May, 2018.

Highland Redevelopment Commission

By: 
Bernie Zemen, President

Attest:
By: 
Mark Herak, Secretary

5/21/2018
Dated


Kathy DeGuilio-Fox, Redevelopment Director
Town of Highland – Department of Redevelopment

May 21, 2018
Dated

**TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION**

RESOLUTION NO. 2018-14

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE 2019 BUDGET YEAR DETERMINATION FOR TAX
INCREMENT FOR THE HIGHLAND REDEVELOPMENT (DOWNTOWN)
ALLOCATION AREA**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), has designated the Highland Redevelopment (Downtown) Allocation Area (the "Allocation Area") for purposes of capturing tax increment revenues pursuant to Indiana Code 36-7-14-39 (the "Tax Increment");

WHEREAS, pursuant to Indiana Code 36-7-14-39(b)(4)(A) and 50 IAC 8-2-4, the Commission is required to make a determination on Tax Increment and to notify overlapping taxing units as well as the Lake County, Indiana Auditor and the Common Council (the "Town Council") of the Town of Highland, Lake County, Indiana, as the fiscal body of the Town, which created the Commission; and

WHEREAS, with respect to the Allocation Area, for the budget year 2019, the Commission has determined the amount of Tax Increment projected to be collected in 2019 as well as the amount of Tax Increment needed in 2019 to meet the Commission's outstanding debt service or lease payment obligations, to pay for projects that are located in or directly serve or benefit the Allocation Area, and to meet other purposes permitted by Indiana Code 36-7-14-39(b)(3), as set forth in the COMMISSION DETERMINATION as attached hereby;

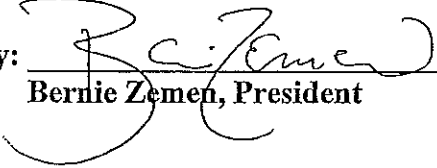
NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission as follows:

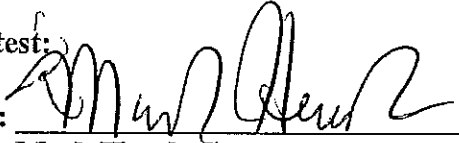
SECTION ONE: The Commission has determined that all potential captured assessment (as defined in 50 IAC 8-1-16) with respect to the Allocation Area as of the January 1, 2018 assessment date (for Pay 2019) shall be captured assessment (as defined in 50 IAC 8-1-10), and overlapping taxing units as well as the Lake County, Indiana Auditor and the Town Council will be provided written notice of such determination pursuant to Indiana Code 36-7-14-39(b)(4)(B).

SECTION TWO: This Resolution shall take effect, and be in full force and effect, from and after its passage and approval by the Commission.


ADOPTED AND APPROVED at a meeting of the Highland Redevelopment Commission held on the 21st day of May, 2018.

Highland Redevelopment Commission

By: 
Bernie Zemen, President

Attest: 
By: Mark Herak, Secretary

5/21/2018
Dated


Kathy DeGulio-Fox, Redevelopment Director
Town of Highland – Department of Redevelopment

May 21, 2018
Dated

**TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION**

RESOLUTION NO. 2018-15

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
CONCERNING THE 2019 BUDGET YEAR DETERMINATION FOR TAX
INCREMENT FOR THE HIGHLAND COMMERCIAL CORRIDORS
ALLOCATION AREA**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), has designated the Highland Commercial Corridors Allocation Area (the "Allocation Area") for purposes of capturing tax increment revenues pursuant to Indiana Code 36-7-14-39 (the "Tax Increment");

WHEREAS, pursuant to Indiana Code 36-7-14-39(b)(4)(A) and 50 IAC 8-2-4, the Commission is required to make a determination on Tax Increment and to notify overlapping taxing units as well as the Lake County, Indiana Auditor and the Common Council (the "Town Council") of the Town of Highland, Lake County, Indiana, as the fiscal body of the Town, which created the Commission; and

WHEREAS, with respect to the Allocation Area, for the budget year 2019, the Commission has determined the amount of Tax Increment projected to be collected in 2019 as well as the amount of Tax Increment needed in 2019 to meet the Commission's outstanding debt service or lease payment obligations, to pay for projects that are located in or directly serve or benefit the Allocation Area, and to meet other purposes permitted by Indiana Code 36-7-14-39(b)(3), as set forth in the COMMISSION DETERMINATION as attached hereby;

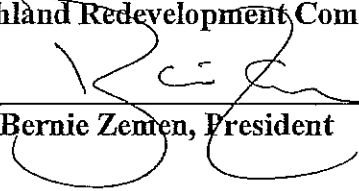
NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission as follows:

SECTION ONE: The Commission has determined that all potential captured assessment (as defined in 50 IAC 8-1-16) with respect to the Allocation Area as of the January 1, 2018 assessment date (for Pay 2019) shall be captured assessment (as defined in 50 IAC 8-1-10), and overlapping taxing units as well as the Lake County, Indiana Auditor and the Town Council will be provided written notice of such determination pursuant to Indiana Code 36-7-14-39(b)(4)(B).

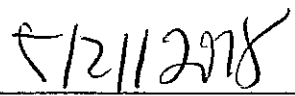
SECTION TWO: This Resolution shall take effect, and be in full force and effect, from and after its passage and approval by the Commission.


ADOPTED AND APPROVED at a meeting of the Highland Redevelopment Commission held on the 21st day of May, 2018.

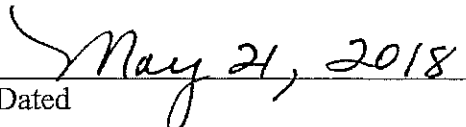
Highland Redevelopment Commission

By: 
Bernie Zemen, President

Attest:
By: 
Mark Herak, Secretary


Dated


Kathy DeGuilio-Fox, Redevelopment Director
Town of Highland – Department of Redevelopment


Dated

RESOLUTION NO. 2018-16

RESOLUTION OF THE HIGHLAND REDEVELOPMENT
COMMISSION AUTHORIZING A CONTRACT WITH BJ COMFORTS
LLC D/B/A 95ate5 BREW PUB FOR OPERATING A BEER GARDEN ON
AUGUST 11, 2018

WHEREAS, the Highland Redevelopment Commission (the "Commission"), exists and operates under the provisions of the Redevelopment of Cities and Towns Act in I.C. 36-7-14, as amended from time to time (the "Act"); and

WHEREAS, the Highland Redevelopment Commission is authorized to negotiate and enter into contracts by statute; and

WHEREAS, the Highland Redevelopment Commission has requested a proposal for consulting and organizational services.

NOW, THEREFORE, be it resolved as follows:

That it is in the best interest of the Town to enter into a contract with BJ Comforts LLC D/B/A as 95ate5 Brew Pub to operate a beer garden at Main Square on August 11, 2018, based on the terms outlined in the attached agreement.

Adopted and approved at a meeting of the Highland Redevelopment Commission held on the 21st day of May, 2018 having passed by a vote of 5 in favor and 0 opposed.

HIGHLAND REDEVELOPMENT COMMISSION

BY: _____

Bernie Zemen, President

ATTEST: _____

Mark Herak, Secretary

“Last Call for The Summer” Proposed Beer Garden Agreement

Today, April 25, 2018, BJ Comforts LLC DBA 95ate5 Brew Pub agrees to work with the Highland Redevelopment Commission for the “Last Call for The Summer” Event. 95ate5 Brew Pub agrees to provide a beer garden which will involve a rented trailer that will disperse various beers. This is agreed to be set up and dispersed at Main Square Park, 3001 Ridge Road, Highland, IN. 46322 on August 11, 2018.

95ate5 Brew Pub will:

- Provide an insurance policy in the amount of \$1,000,000 per occurrence with the Highland Redevelopment Commission named as additional insured for both GL and Liquor.
- Staff and supply product for a beer garden from 1-6pm with last call at 5:30pm.
- Provide a check of 20% of gross sales at said beer gardens made out to the Highland Redevelopment Commission and mailed to 3333 Ridge Road, Highland, IN. 46322

Highland Redevelopment Commission will:

- Advertise for the event in program brochures, on the website, Facebook page, & marquees
- Set up the physical beer garden area complete with snow fencing, tent, tables, and picnic tables
- Provide Security from 1-6pm
- Allow 95ate5 Brew Pub access to the space after 11am with exit by 7pm.

This agreement may be terminated at any time upon either party failing to perform the duties listed above.

Signed (95ate5) _____ Date _____

Name: _____

Phone: 219-365-6506

Address: 9585 N. Industrial Dr. St. John, IN. 46375

Signed (Highland Redevelopment Commission)

Kathy DeGulio-Jox

Date May 22, 2018

Name: *Lance Ryskamp*

Phone: 219-972-7598

Address: 3333 Ridge Road, Highland, IN. 46322

GL Number Invoice Line Desc Ref # Vendor BANK CODE: 07 Invoice Description Amount Check #

Fund 094 Redevelopment General

Dept 0000	094-0000-20003	SIGN MOUNTING TAPE REIMBURSEM	73509	KATHY J FOX	SIGN MOUNTING TAPE REIMBURSEMENT	7.27	
	094-0000-20003	MISC OFFICE SUPPLIES	73511	OFFICE DEPOT	MISC OFFICE SUPPLIES	198.29	
	094-0000-31001	LEGAL FEES-GENERAL MATTERS	73512	TAUBER LAW OFFICE PC	LEGAL FEES-GENERAL MATTERS	1,653.00	
	094-0000-31003	FINANCIAL SERVICES-2018	73521	SEN OF INDIANA, LLC	FINANCIAL SERVICES-2018	2,865.00	
	094-0000-31004	MAY MEMBERSHIP MEETING	73510	HIGHLANDGRIFFITH CHAMBER OF	MAY MEMBERSHIP MEETING	15.00	
	094-0000-31004	APRIL MEMBERSHIP MEETING	73520	HIGHLANDGRIFFITH CHAMBER OF	APRIL MEMBERSHIP MEETING	15.00	
	094-0000-31004	SCVA LUNCHEON TICKET REIMBURS	73507	KATHY J FOX	SCVA LUNCHEON TICKET REIMBURSEMEN	35.00	
	094-0000-31004	REFRESHMENT REIMBURSEMENT-4/2	73508	KATHY J FOX	REFRESHMENT REIMBURSEMENT- 4/26 &	11.22	
	094-0000-34023	HEALTH INS	73212	TOWN OF HIGHLAND INS FUND (HEALTH/LIFE INS PREM REDEV 2018 M	1,622.48	
	094-0000-34043	LIFE INS	73212	TOWN OF HIGHLAND INS FUND (HEALTH/LIFE INS PREM REDEV 2018 M	13.06	
	094-0000-35008	UTILITIES-2811 JEWETT-THRU 4/	73516	NORTHERN IN PUBLIC SERVICE	UTILITIES-2811 JEWETT-THRU 4/24/1	225.43	
	094-0000-35008	UTILITIES-2821 JEWETT-THRU 4/	73517	NORTHERN IN PUBLIC SERVICE	UTILITIES-2821 JEWETT-THRU 4/24/1	81.93	
	094-0000-35008	UTILITIES-8620 KENNEDY-THRU 4	73515	TOWN OF HIGHLAND UTILITIES	UTILITIES-8620 KENNEDY-THRU 4/18/	72.06	
	094-0000-35008	STORM-8618 KENNEDY-THRU 4/13/	73518	TOWN OF HIGHLAND UTILITIES	STORM-8618 KENNEDY-THRU 4/13/18	40.67	
	094-0000-35008	STORM-2605 CONDUIT-THRU 4/13/	73519	TOWN OF HIGHLAND UTILITIES	STORM-2605 CONDUIT-THRU 4/13/18	10.14	
	094-0000-39030	CAR CRUISE INSURANCE RIDER	73513	CROWEL AGENCY INC.	CAR CRUISE INSURANCE RIDER	100.00	
	094-0000-39030	FACILITY REQUEST-MAIN SQUARE-	73514	HIGHLAND PARKS & RECREATION	FACILITY REQUEST-MAIN SQUARE-8/11	250.00	
	094-0000-39030	REDEVELOP GEN TRANSFER GROSS	73128	PAYROLL ACCOUNT	4/27PRL D/S TRANSFER REDEVELOPME	4,774.35	28749
	094-0000-45200	REDEVELOP GEN TRANSFER GROSS	73316	PAYROLL ACCOUNT	5/11PRL D/S TRANSFER REDEVELOPME	4,718.34	28781
		Total For Dept 0000				16,708.24	
		Total For Fund 094 Redevelopment General				16,708.24	

Fund 096 Redevelopment Capital

Dept 0000	096-0000-31007	APRIL MANAGEMENT FEES	73522	ROSE REAL ESTATE	APRIL MANAGEMENT FEES	215.94	
		Total For Dept 0000				215.94	
		Total For Fund 096 Redevelopment Capital				215.94	

GL Number	Invoice Line Desc	Ref #	Vendor	BANK CODE	Invoice Description	Amount	Check #
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Fund Totals:

Fund 094 Redevelopment General	16,708.24
Fund 096 Redevelopment Capital	215.94

16,924.18