

**HIGHLAND REDEVELOPMENT COMMISSION  
STUDY SESSION MINUTES  
MONDAY, JUNE 18, 2018**

Members of the Highland Redevelopment Commission ("RC", "Commission") met on Monday, June 18, 2018 in the Council Chamber of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Bernie Zemen called the meeting to order at 7:07 p.m. 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; Kathy DeGuilio-Fox, Redevelopment Director.

*Also Present:* Larry Kondrat, Board of Waterworks Directors and Ed Dabrowski, IT Consultant 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 June 18, 2018 Study Session, the agenda was reviewed. Director DeGuilio-Fox gave a brief overview of the agenda items.

**Downtown Business Update:** Director DeGuilio-Fox reported that the sale of Lincoln's continues to move forward. Anthony's Café is back on the market. The group who had been interested in purchasing the property has determined they could not make the improvements they'd hoped to. However, they are looking at another property in town and hope to build a new structure. There is another party interested in Anthony's at this time. The Green Witch Smoothies and Juices is renovating at 2845 Highway and hopes to open in August. Erna & Company opened on June 13<sup>th</sup> in the former Prompt Ambulance location at 2831 Jewett. Asada Grill continues to move forward with the purchase of the former Zuni's restaurant on 45<sup>th</sup>. They've applied for a Highland business license and hope to open soon.

**Maria's Bueno Cocina:** There was nothing new to report. The Curiel family has indicated they will be sending the Redevelopment Commission information regarding renovation/moving costs however nothing has been received to date. Matt Reardon is reviewing their lease for the Curiel family.

**Cardinal Campus:** The first building, the surgical center is nearly complete. The second and third buildings have been started. Completion of all three buildings will complete Phase I of the project. Attorney Tauber reported that on Thursday, June 21<sup>st</sup> the closing will occur for the first tranche of the bond in the amount of \$5,810,000. The Highland Sanitary District will be reimbursed for work performed during early construction as will SEH of Indiana, LLC.

**Highland Main Street:** Ms. DeGuilio-Fox reported that although the Car Cruise event was a success Redevelopment staff plans to follow up on the suggestion to have food vendors and restaurant specials next year.

Ms. DeGuilio-Fox asked everyone to mark their calendars for the Festival of the Trail on October 13<sup>th</sup>. All vendors will be artists, the new poet laureate will provide several poem readings and there will be music at the mural alcove.

The Highland Community Foundation has donated \$500 to Highland Main Street for the purchase of the sculpture currently located at the bike trail at Highway Avenue.

Nan Mason, Ya Ya Sisters Boutique, has joined HMS and suggested they sponsor a Christmas in July sidewalk sale event. Christmas in July will take place on Wednesday, July 25<sup>th</sup> and downtown businesses will be encouraged to participate. Commissioner Herak suggested the downtown sound system be used to play Christmas music during the event. The sound system is located at Langel's with speakers are at the Central Fire Station.

Discussion ensued and questions were asked regarding the properties near the site of the former Town Theatre. Ms. DeGuilio-Fox reported that the former Prompt Ambulance building on Condit was purchased by a local attorney. Director DeGuilio-Fox was directed to begin purchasing properties in the area. Ms. DeGuilio-Fox was asked to present a progress report for next month.

Everyone was reminded that Cliff Fleming, Randy Sherman and Gary Weaver from Weaver Sherman Design in Indianapolis will present the findings and recommendations of their recent two-day charrette to the Redevelopment Commissioners on June 25<sup>th</sup>.

There being no further discussion, the June 18, 2018 Study Session of the Highland Redevelopment Commission ended at 7:29 p.m.

**HIGHLAND REDEVELOPMENT COMMISSION  
PUBLIC MEETING MINUTES  
MONDAY, JUNE 18, 2018**

The Highland Redevelopment Commission ("Commission", "RC") met in a Public Meeting on June 18, 2018 in the Council Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Zemen called the meeting to order at 7:30 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 was also present.

**Minutes of the Previous Meetings:** Commissioner Mark Herak made a motion to approve the minutes of the Study Session and Public meeting of May 21, 2018 and the Study Session of June 4, 2018. Commissioner Steve Wagner 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:** None

**Communications:** None

**Unfinished Business and General Orders:** None

**New Business:**

- 1. Resolution 2018-17: A Resolution of the Highland Redevelopment Commission to Establish A Stipend Related to the 2018 Highland Main Street Last Call For Summer Event.** Commissioner Herak made a motion to adopt Resolution 2018-17. Commissioner Michael Griffin 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 \$22,509.47. Commissioner Herak 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 July 2, 2018 at 7:00 p.m. The next Public Meeting will be convened on July 16, 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, July 5, 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 Wagner made a motion to adjourn the meeting. Commissioner Dan Vassar seconded the motion. Upon a

voice vote, the motion passed. The June 18, 2018 public meeting of the Highland Redevelopment Commission was adjourned at 7:31 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

**Resolution No. 2018-17**

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT  
COMMISSION TO ESTABLISH A STIPEND  
RELATED TO THE 2018 HIGHLAND MAIN STREET  
LAST CALL FOR SUMMER EVENT**

WHEREAS, the Town Council of the Town of Highland, through Ordinance #1489, created the Highland Main Street Bureau as a subdivision of the redevelopment department of the Town of Highland; and

WHEREAS, under Chapter 14.15.090 (D) (3) of the municipal code, the Highland Main Street Bureau may "...Employ promotion by marketing the commercial district's assets to customers, potential investors, businesses, local citizens and visitors..."; and

WHEREAS, in furtherance of this goal, the Highland Main Street Bureau will be hosting the "*Last Call For Summer*" event, on August 11, 2018; and

WHEREAS, as part of the festival, Highland Main Street Bureau wishes to hire up to five (5) musical performers for the event; and

WHEREAS, the Highland Main Street Bureau is seeking sponsorships, appropriation of event revenue already received in 2018, and existing funds in the budget as sources to fund payment of a stipend to the musical performers; and

WHEREAS, the Highland Main Street Bureau is seeking approval from the Highland Redevelopment Commission to set and authorize payment of the stipend to the event musical performers;

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 hire and pay a stipend for musical performers at the event on August 11, 2018.
2. That the Commission hereby agrees to provide a stipend of up to ONE HUNDRED-FIFTY Dollars (\$150.00) for no more than five (5) musical performers hired for said event.

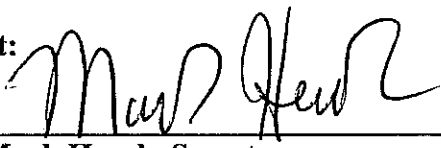
3. That this Resolution shall be in full force and effect after its adoption by the Commission.

**ADOPTED AND APPROVED at a Meeting of the Highland Redevelopment Commission held on the 18th day of June, 2018.**

**Highland Redevelopment Commission**

By:   
**Bernie Zemen, President**

Attest:

By:   
**Mark Herak, Secretary**

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

Fund 094 Redevelopment General

Dept 0000	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
094-0000-20003	SUPPLIES-FLASH DRIVES	73919	MCSHANES INC	SUPPLIES- FLASH DRIVES	37.91	
094-0000-20004	CAR CRUISE NO PARKING SIGNS	73922	A C GRAPHIX HOUSE INC	CAR CRUISE NO PARKING SIGNS	131.25	
094-0000-20004	CAR CRUISE BANNERS	73923	A C GRAPHIX HOUSE INC	CAR CRUISE BANNERS	197.98	
094-0000-20004	CAR CRUISE RENTALS	73928	AIDE RENTALS AND SALES, INC	CAR CRUISE RENTALS	312.00	
094-0000-31001	LEGAL FEES- GENERAL MATTERS	73916	TAUBER LAW OFFICE PC	LEGAL FEES- GENERAL MATTERS	1,615.00	
094-0000-31003	FINANCIAL SERVICES-2018	73932	SEH OF INDIANA, LLC	FINANCIAL SERVICES-2018	175.00	
094-0000-34023	HEALTH INS	73885	TOWN OF HIGHLAND INS FUND	HEALTH/LIFE INS PREM REDEV 2018 J	1,622.48	
094-0000-34043	LIFE INS	73885	TOWN OF HIGHLAND INS FUND	HEALTH/LIFE INS PREM REDEV 2018 J	13.06	
094-0000-35008	UTILITIES-2811 JEWETT-THRU 5/	73933	NORTHERN IN PUBLIC SERVICE	UTILITIES-2811 JEWETT-THRU 5/23/1	122.24	
094-0000-35008	UTILITIES-2821 JEWETT-THRU 5/	73934	NORTHERN IN PUBLIC SERVICE	UTILITIES-2821 JEWETT-THRU 5/23/1	76.43	
094-0000-35008	UTILITIES-6620 KENNEDY-THRU 5	73929	TOWN OF HIGHLAND UTILITIES	UTILITIES-6620 KENNEDY-THRU 5/18/	72.06	
094-0000-35008	STORM-2605 CONDIT-THRU 5/13/1	73930	TOWN OF HIGHLAND UTILITIES	STORM-2605 CONDIT-THRU 5/13/18	10.14	
094-0000-35008	STORM-6618 KENNEDY-THRU 5/13/	73931	TOWN OF HIGHLAND UTILITIES	STORM-6618 KENNEDY-THRU 5/13/18	40.67	
094-0000-39001	2018 PARTNERSHIP PACKAGE	73927	IK CO CONVENT&VISITRS BUREAU/	2018 PARTNERSHIP PACKAGE	510.00	
094-0000-39001	2018 MEMBERSHIP DUES	73917	NORTHWEST INDIANA FORUM INC	2018 MEMBERSHIP DUES	2,750.00	
094-0000-39030	2018 CAR CRUISE SECURITY	73921	FRANCIS PECKLER (W)	2018 CAR CRUISE SECURITY	150.00	
094-0000-39030	CAR CRUISE PROF SERVICES	73918	THUNDER ROAD PRODUCTIONS	CAR CRUISE PROF SERVICES	400.00	
094-0000-39030	2018 CAR CRUISE SECURITY	73926	TIFFANY SYDA PEREZ	2018 CAR CRUISE SECURITY	150.00	
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	73655	PAYROLL ACCOUNT	5/25PRL D/S TRANSFER REDEVELOPME	4,774.32	28891
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	73881	PAYROLL ACCOUNT	6/8PRL D/S TRANSFER REDEVELOPMENT	4,718.34	28916
Total For Dept 0000					17,838.88	
Total For Fund 094 Redevelopment General					17,838.88	

Fund 096 Redevelopment Capital

Dept 0000	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
096-0000-31007	REPLACE CONTRACTOR-2815 JEWETT	73924	ECOEDGE SYSTEMS	REPLACE CONTRACTOR-2815 JEWETT	178.00	
096-0000-31007	PROPERTY MGT FEES-MAY	73920	ROSE REAL ESTATE	PROPERTY MGT FEES-MAY	217.59	
096-0000-31007	ROOF REPAIR-2811 JEWETT	73925	ROSE REAL ESTATE	ROOF REPAIR-2811 JEWETT	4,215.00	
Total For Dept 0000					4,610.59	
Total For Fund 096 Redevelopment Capital					4,610.59	

06/12/2018 09:58 AM  
User: DMJ  
DB: Highland

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND  
EXP CHECK RUN DATES 05/23/2018 - 06/19/2018  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

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

Fund Totals:

Fund 094 Redevelopment General      17,898.88  
Fund 096 Redevelopment Capital      4,610.59

22,509.47