

**HIGHLAND REDEVELOPMENT COMMISSION  
STUDY SESSION MINUTES  
WEDNESDAY, September 9, 2015**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met on Wednesday, September 9, 2015 at 6:00 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Dominic Noce called the meeting to order. Minutes were prepared by Cecile Petro, Redevelopment Director.

**ROLL CALL:** Commissioners present included Dominic Noce, Rachel Delaney, Greg Kuzmar, and Jim Kessler. Also in attendance were Attorney Carol Green-Fraley and Redevelopment Director Cecile Petro.

**General Substance of the Discussion**

**Agenda Review**

Commissioners reviewed the minutes and claims.

**Interviews With Architects Who Responded to the Request for Proposals for the Town Theatre**

Commissioners interviewed the architectural firm Morris Architects Planners and their theatre consultant Schuler Shook. John Morris represented Morris Architects Planners and Todd Hensley represented Schuler Shook. Mr. Morris provided a booklet with answers to previously mailed questions and also engaged in a dialogue with the Commission. The interview ended at 7:02 PM for the Public Meeting.

**HIGHLAND REDEVELOPMENT COMMISSION  
PUBLIC MEETING  
September 9, 2015**

The Highland Redevelopment Commission (“Commission”, “RC”) met in a Public Meeting on September 9, 2015 at 7:08 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Dominic Noce called the meeting to order.

**ROLL CALL:**

Present on roll call included Redevelopment Commissioners: Dominic Noce, Rachel Delaney, Greg Kuzmar, Kathy DeGuilio-Fox and Jim Kessler. Also in attendance were Attorney Carol Green-Fraley, Councilman Dan Vassar, and School Town of Highland Commissioner Pat Krull. Taking minutes for the meeting was Director Petro.

**MINUTES OF PREVIOUS SESSIONS:**

Commissioner Kuzmar made a motion to approve the minutes of the Public Meeting and Study Session of August 12, 2015, the Study Session of August 26, 2015, and the Special Meeting of August 19, 2015. Commissioner DeGuilio-Fox seconded the motion. **Motion carried by unanimous voice vote.**

**PUBLIC COMMENTS:** None

**SPECIAL ORDERS:** None

**COMMUNICATIONS:** None

**UNFINISHED BUSINESS AND GENERAL ORDERS:** None

**NEW BUSINESS:** None

**ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:**

Commissioner Kessler made a motion to pay account payablesqal as presented in the amount of \$64,675.22. Commissioner Kuzmar seconded the motion. **Motion carried by unanimous voice vote.**

**BUSINESS FROM THE COMMISSIONERS:** None

**NEXT MEETING:**

The next public meeting will be held on October 14, 2015, at 7:00 PM. A Study Session will precede the Public Meeting at 6:00 PM and may follow the meeting. The next full Study Session will be held on September 23, 2015, at 6:00 PM. The next Highland Main Street meeting will be held on Thursday, October 1, 2015 at 7:30 PM. All meetings are held in the Town Hall.

**ADJOURNMENT:** Commissioner Delaney made a motion to adjourn the meeting. Commissioner Kuzmar seconded the motion. **Motion carried by unanimous voice vote to adjourn the meeting at 7:11 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION  
STUDY SESSION RECONVENED  
September 9, 2015**

The Highland Redevelopment Commission (“Commission”, “RC”) reconvened its Study Session at 7:12 PM in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana on September 9, 2015.

**ROLL CALL:** Present on silent roll call included Commissioners: Dominic Noce, Rachel Delaney, Greg Kuzmar, Kathy DeGuilio-Fox, and Jim Kessler. Also in attendance were School Town of Highland Commissioner Pat Krull, Councilman Dan Vassar, Attorney Carol Green-Fraley and Redevelopment Director Cecile Petro. Minutes were taken by Director Petro.

**General Substance of the Study Session**

**Town Theatre**

The Commissioners were introduced to the architectural firm of Wheeler-Kearns and their theatre consultant for this project, Schuler Shock. Mr. Larry Kearns represented Wheeler-Kearns and Mr. Todd Hensley represented Schuler Shock. (Mr. Hensley is the theatre consultant for both Morris Architects Planners and for Wheeler-Kearns). Mr. Kearns provided a document which outlined their fee structure. The interview ended at 8:10 PM.

At 8:15 PM the Commission interviewed the architectural firm of Bauer Latoza including the Principal, Ed Torrez and their Project Director, Kirk Sippel. Also attending were representatives from their theatre consultant company, BCA; Acoustic/AV consultant, Kirkegaard; MEH engineering company, Millies Engineering Group; and their structural engineers, Klein and Hoffman, Inc. Mr. Torrez provided a fee summary as requested. The interview ended at 9:50 PM.

The Commission will discuss the three firms at their next meeting on September 23, 2015.

**Development in Highland**

The Director provided information about various developments in Highland.

**Adjournment**

The Study Session was adjourned at 10:10 PM.

BANK CODE: 07

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 094 Redevelopment General

Dept 0000					
094-0000-20003	BUSINESS CARDS- REDEV ASSISTANT	BAXTER PRINTING INC	BUSINESS CARDS- REDEV ASSISTANT	40.00	
094-0000-20003	EXTERIOR PAINT- 2821 JEWETT	FABER PAINT/WALLPAPER HG	EXTERIOR PAINT- 2821 JEWETT	210.27	
094-0000-20003	DRY ERASE FORM BD CHECK	REGION SIGNS INC	DRY ERASE FORM BD CHECK	55.00	
094-0000-20004	CAR CRUISE NO PARKING SIGNS	GREEN & KUCHEL, PC	CAR CRUISE NO PARKING SIGNS	75.00	
094-0000-31001	MUNICIPAL WORK- GENERAL FILE	GREATER NW IN ASSOC OF R	MUNICIPAL WORK-- GENERAL FILE	1,080.00	
094-0000-31004	ECONOMIC DEV. FORUM TICKET	HIGHLAND CHAMBER OF COMM	ECONOMIC DEV. FORUM TICKET	25.00	
094-0000-31004	SEPTEMBER MEMBERSHIP MEETING	THE TIMES OF NW INDIANA	SEPTEMBER MEMBERSHIP MEETING	15.00	
094-0000-33001	LEGAL NOTICE- 9/1/15	THE TIMES OF NW INDIANA	LEGAL NOTICE-- 9/1/15	11.78	
094-0000-34023	D/S FEB INS PREMIUM LIFE	TOWN OF HIGHLAND INS FUN	D/S REDEV FEB INS PREMIUMS	12.19	
094-0000-34043	D/S FEB INS PREMIUM LIFE	TOWN OF HIGHLAND INS FUN	D/S REDEV FEB INS PREMIUMS	750.76	23960
094-0000-35008	GAS & ELECTRIC-2821 JEWETT THRU	NORTHERN IN PUBLIC SERVI	GAS & ELECTRIC- 2811 JEWETT- THRU 9/23/	9.11	23960
094-0000-35008	GAS & ELECTRIC-2811 JEWETT THRU	NORTHERN IN PUBLIC SERVI	GAS & ELECTRIC- 2811 JEWETT- THRU 9/2	86.70	
094-0000-35008	GAS- 8618 KENNEDY- THRU 9/	NORTHERN IN PUBLIC SERVI	GAS- 8618 KENNEDY- THRU 9/23/15	88.86	
094-0000-35008	ELECTRIC- 8618 KENNEDY- THRU 9/	NORTHERN IN PUBLIC SERVI	ELECTRIC- 8618 KENNEDY- THRU 9/23/15	32.10	
094-0000-35008	UTILITIES-2815 JEWETT ST THRU 8	TOWN OF HIGHLAND UTILITI	UTILITIES-- 2815 JEWETT ST. THRU 8/3/	0.18	
094-0000-35008	UTILITIES-2605 CONDIT-THRU 8/13	TOWN OF HIGHLAND UTILITI	UTILITIES-2605 CONDIT THRU 8/13/15	9.39	
094-0000-35008	UTILITIES-2605 CONDIT-THRU 9/13	TOWN OF HIGHLAND UTILITI	UTILITIES- 2605 CONDIT- THRU 9/13/15	9.39	
094-0000-35008	UTILITIES-8618 KENNEDY- THRU 9/	TOWN OF HIGHLAND UTILITI	UTILITIES-8618 KENNEDY- THRU 9/13/15	75.32	
094-0000-39030	INSURANCE-CAR CRUISE/FEST OF TR	CROWEL AGENCY INC.	INSURANCE- CAR CRUISE/FEST OF TRAIL	702.39	24083
094-0000-39030	SECURITY-CAR CRUISE-10/3/15	FRANCIS PECKER (W)	SECURITY- CAR CRUISE-10/3/15	150.00	
094-0000-39030	MUSICIAN- STREET MARKET- 9/26/1	KENNETH L FUEHRMEYER	MUSICIAN- STREET MARKET- 9/26/15	150.00	
094-0000-39030	MUSICIAN- STREET MKT-9/12/15	MATHANIEL SCOTT LARSON	MUSICIAN--STREET MKT- 9/12/15	150.00	
094-0000-39030	SECURITY-CAR CRUISE-10/3/15	RALPH J POFESTA JR (W)	SECURITY-CAR CRUISE-10/3/15	150.00	
094-0000-39030	MUSICIAN- STREET MARKET-9/19/15	TONY CORTINA	MUSICIAN- STREET MARKET- 9/19/15	150.00	
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	PAYROLL ACCOUNT	PRL D/S TRANSFER REDEVELOPMENT	3,952.08	23964
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	PAYROLL ACCOUNT	PRL D/S TRANSFER REDEVELOPMENT	3,671.20	24078
	Total For Dept 0000			11,683.12	
	Total For Fund 094 Redevelopment General			11,683.12	

Fund 096 Redevelopment Capital

Dept 0000					
096-0000-31002	ENGINEERING REPORT-1ST & CONDIT	NIES ENGINEERING, INC.	ENGINEERING REPORT-1ST & CONDIT	1,404.33	
096-0000-31005	KENN.AVE. CORRIDOR PLAN (ART &	SHORT-ELLIOTT-HENDRICKSO	HIGHLAND KENNEDY AVE. CORRIDOR PLAN R	1,300.00	
096-0000-31005	KENN.AVE. CORRIDOR PLAN (ART &	SHORT-ELLIOTT-HENDRICKSO	HIGHLAND KENNEDY AVE. CORRIDOR PLAN R	13,780.00	
096-0000-39019	REAL EST. PURCHASE CONTRACT-281	GREEN & KUCHEL, PC	REAL ESTATE PURCHASE CONTRACT-- 2815	180.00	
096-0000-39019	PURCHASE- 8630 KENNEDY AVE.	GREEN & KUCHEL, PC	PURCHASE- 8630 KENNEDY AVE.	360.00	
	Total For Dept 0000			17,024.33	
	Total For Fund 096 Redevelopment Capital			17,024.33	

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND  
EXP CHECK RUN DATES 09/11/2015 - 10/15/2015  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: 07

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund 094 Redevelopment	11,683.12	
			Fund 096 Redevelopment	17,024.33	
			Total For All Funds:	<u>28,707.45</u>	

Fund Totals: