

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
MONDAY, DECEMBER 3, 2018**

Members of the Highland Redevelopment Commission ("RC", "Commission") met on Monday, December 3, 2018 in the Council Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Bernie Zemen called the Study Session to order at 7:10 p.m. Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director.

Roll Call: Commissioners present were 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 and Kathy DeGuilio-Fox, Redevelopment Director.

Also Present: Larry Kondrat, Board of Waterworks; Ed Dabrowski, IT Consultant; and Robin Carlascio, Idea Factory were also present.

General Substance of the Discussion

1. **Bult Oil Property:** Ms. DeGuilio-Fox advised the Commissioners that the status is unchanged and she expects a final report will be issued by the end of December. Discussion ensued.
2. **2813 and 2815 Jewett:** Ms. DeGuilio-Fox advised Redevelopment Commissioners that the roof replacement work has been completed, although not invoiced. Director DeGuilio-Fox also reported there will be additional charges on the final invoice because as the old roofing materials removed rotted decking was found in some places. She also reported she'd been in contact with Eric Gluth in regard to the flashing that was lifting on the front parapet area of the roof of 2815 Jewett. Mr. Gluth assured her it would be repaired. Ms. DeGuilio-Fox also reported that HVAC installation has been completed, although not invoiced. Discussion ensued.
3. **Commercial Property Improvement Grant Program:** Director DeGuilio-Fox advised that her comments were for informational purposes only. She wanted to be sure that the Commissioners understand the value and importance of their existing program. The following information was reported:
 - a. The Façade Improvement component of the current program has been in place since 2012;
 - b. Thirteen projects have been completed since 2012; three projects approved in 2018 have not closed out yet;
 - c. Of the thirteen completed projects:
 - i. The Redevelopment Commission investment equals \$170,257.43
 - ii. The property owners investment equals \$425,987.24
 - iii. The total investment in commercial property in the downtown area equals \$596,244.67
 - d. Grant programs such as the Highland Commercial Property Improvement Grant Program exist all over the country including programs in Schererville, Hammond, Valparaiso, Chesterton, Fort Wayne, Richmond and other Indiana cities.
 - e. The primary objectives for every program are to:

- i. Revitalize and sustain economic vitality of the downtown commercial district;
 - ii. Enhance the sense of place and make the downtown commercial district more inviting to new business and visitors;
 - iii. Promote improvements to structures and street-fronts in the downtown corridor and enhance architectural character;
 - iv. Provide opportunities to leverage private investment and public dollars;
 - v. Enhance economic development, reinvestment and improve the overall business environment;
 - vi. Enhance opportunities for new development; not likely to occur if there is only aging building stock, decay and stagnation in a downtown area.
- f. Highly visible investment in commercial districts improves residents and visitors perceptions of the viability of a community, spurs new improvement and investment by existing businesses and attracts new business relocation.
4. **Street Lighting – Downtown:** Director DeGuilio-Fox reported she spoke with John Bach about the lighting in the downtown. He will contact Midwestern Electric to ask if there is a retrofit for our current fixtures so we can use a higher wattage sodium bulb. This is also something Leopardo can look into for us. If we desire, they can provide an assessment, at no cost to the Town, of our current fixtures and potential cost savings with new lighting. John and I will follow up on this.
5. **Destination Development Grant – Indiana Office of Tourism Development Grant:** The grant has been submitted with our request for funding of \$250,000 from the State with a match of \$250,000 from the Town.

There being no further discussion, the December 3, 2018 Study Session of the Highland Redevelopment Commission adjourned at 7:35 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.