

**HIGHLAND REDEVELOPMENT COMMISSION
DISCUSSION TOPICS for STUDY SESSION – DRAFT**

**TUESDAY, NOVEMBER 23, 2021
6:30 P.M**

1. Review of the Plenary Business Meeting Agenda
2. Disposition of 2815 Jewett: Update
3. Disposition of 2821 Jewett: Update
4. Bult Oil Property: Update
5. 8436 Kennedy Avenue – Speedway Property: Update
6. EV Chargers: Update
7. Welcome to Highland Sign: Discussion
8. 2837 Highway Avenue – New Business Downtown: Information
9. Redevelopment Commissioners Comments

HAPPY THANKSGIVING!

AGENDA FOR PLENARY MEETING

HIGHLAND REDEVELOPMENT COMMISSION

Monday, November 23, 2021

6:30 P.M.

DRAFT

Roll Call:

**Commissioner Sean Conley
Commissioner George Georgeff
Commissioner Cyril Huerter
Commissioner William "Bill" Leep
Commissioner Robyn Radford**

Minutes of Previous Sessions:

1. Approve Minutes of Study Session and Plenary Business Meeting of October 26, 2021.
2. Approve Minutes of Study Session of November 9, 2021.
3. Approve Minutes of Special Public Meeting of November 9, 2021.

Special Orders: None

Public Comment: TBD

Communications: Letter from Jolie Dunn in re Support of Tattoo Studio at 2716 Condit Street

Unfinished Business and General Orders: None

New Business:

1. **Consideration of Proposals for Purchase and Development of 2815 Jewett Street:**
 - a. Attorney Verification of Proof of Publication
 - b. Opening of Proposals for Disposition of Property
 - c. Review of Proposals for Disposition of Property
 - d. Selection of Complying Proposal for Disposition of Property

Action to Pay Accounts Payable Vouchers:

094	Redevelopment General	\$	14,031.32
095	Highland Economic Development	\$	0.00
096	Redevelopment Capital	\$	130.32
098	Downtown Redevelopment District Allocation Area	\$	0.00
101	Redevelopment Bond & Interest	\$	0.00
107	Cardinal Campus Allocation	\$	0.00
250	CEDIT Econ. Dev. Income Tax Fund	\$	<u>3,062.70</u>
	TOTAL	\$	17,244.34

Business from the Commissioners:

Next Meeting: The next full Study Session of the Highland Redevelopment Commission is scheduled to convene on December 14, 2021 at 6:30 PM. The next Plenary Meeting will also be held on December 14, 2021 and convene immediately following the Study Session. A study session will precede the plenary meeting at 6:30 PM and reconvene following the plenary business meeting, if necessary. The regularly scheduled plenary business meeting scheduled for December 21, 2021 has been cancelled due to holiday schedules. The next meeting of Highland Main Street is scheduled for Wednesday, December 8, 2021 at 6:30 PM. The meetings will be convened in person at Town Hall unless advised otherwise.

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES - DRAFT
TUESDAY, OCTOBER 26, 2021**

The Highland Redevelopment Commission ("Commission", "RC") met in an electronically convened meeting using the Zoom platform. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb's Executive Order 20-04, 20-09 and 21-28, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency through to December 1, 2021. The plenary business meeting was called to order at 6:30 p.m. by Commission President Cyril (Cy) Huerter.

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

Roll Call: Commissioners present included Sean Conley, George Georgeff, Cyril Huerter, Bill Leep and Robyn Radford. A quorum was established.

Additional Officials Present: Ed Dabrowski, IT Director; Attorney John Reed, Abrahamson, Reed and Bilse; and Kathy DeGuilio-Fox, Redevelopment Director.

Also Present: John Jurisa, Weichert Realtors; Lydia Shotts, Resident of Highland, Indiana and one unidentified guest.

General Substance of the Discussion

1. **Review of Plenary Business Meeting Agenda:** Ms. DeGuilio-Fox reviewed the plenary business meeting agenda with the Commissioners. Brief discussion ensued.
2. **Disposition of 2815 Jewett – Report:** Director DeGuilio-Fox advised that approval of Resolution 2021-28 will allow her to send notice of Request for Proposals and advertise the public offering of 2815 Jewett. She advised that the notice will be advertised twice and that proposals will be due to be submitted no later than 4:00 PM on November 23, 2021. If there are any proposals submitted they will be brought to the Redevelopment Commission to open and review during their public meeting the evening of November 23, 2021. If there are any proposals that meet the public offering requirements at that time the Commissioners will announce by whom that offer was submitted.
3. **Disposition of 2821 Jewett – Report:** Director DeGuilio-Fox advised she'd received photos of the roof at 2821 Jewett taken at the time of the buyer's inspection. She advised that upon receipt of the photos from Mr. Jurisa she called Eric Gluth at Gluth Roofers and requested estimates for repair and replacement as well as his opinion in regard to feasible options. Ms. DeGuilio-Fox reported she had just that afternoon, Tuesday October 26th, received the estimates from Eric Gluth via email. She reviewed that information with the commissioners. Discussion ensued. President Huerter suggested the commissioners offer an allowance for the repair of the roof to the buyers. Further brief discussion ensued. The buyer asked for a \$12,000 credit toward repair of the roof. The commission determined they would offer a credit of \$7,873 as estimated by Gluth Roofers. John Jurisa will submit a seller's response to the buyer's inspection response. The commissioners decided to amend the October 26th meeting agenda then add a new resolution amending Resolution 2021-27, which approved acceptance of the buyer's offer, and adopt

Resolution 2021 -29 approving a credit in the amount of \$7,873.00 which is equal to the Gluth roof repair estimate.

4. **Bult Oil Property – Update:** John Jurisa reported that the buyer submitted earnest money in the amount of \$1,500.00 and the title work was received. Mr. Jurisa further reported that attorney Vis had not submitted a complete legal description of the property. He submitted a legal description for one lot rather than all six. Ms. DeGuilio-Fox reported she had spoken with John Reed last week, after receiving emails from Dan Eriks, in regard to attorney Vis contacting her to express his displeasure and/or misunderstanding as to all of the steps that would be required to move forward with development. He believed that the Eriks needed only to receive approval for the property purchase from the Town Council. He did not understand that the Plan Commission and/or BZA must also provide approvals for the development of the property, nor did he understand that the Eriks were to submit a development plan and timeline to the Redevelopment Commission. Believing it was better for the Redevelopment Commission attorney to intervene, Ms. DeGuilio-Fox asked attorney Reed to contact attorney Vis to explain to him the procedures such that there would be no further misunderstanding. John Reed commented that he left two messages for attorney Vis but had not heard back as of the time of the Commission’s meeting. The Redevelopment Director will follow up with attorney Reed. Both agreed that the Eriks had yet to submit their development plan and project timeline to the Redevelopment Commission. Brief discussion ensued.
5. **Speedway Property at 8436 Kennedy Avenue – Update:** Ms. DeGuilio-Fox reminded the Commissioners that they had asked her to check into the property located at 8436 Kennedy, property owned by Speedway. She advised that she spoke with attorney Reed and knew that he had ordered title work. John Reed advised he had not received those documents to date. He felt he should receive them soon. Ms. DeGuilio-Fox will follow up with Mr. Reed. Discussion ensued in regard to whether the property is large enough to accommodate the CITGO Station, currently located at the corner of Highway and Kennedy Ave. Ms. DeGuilio-Fox will attempt to make contact with the CITGO owners and inquire as to whether they continue to be interested or not in the Speedway property at 8436 Kennedy.
6. **8200 Indianapolis Blvd – Discussion:** Ms. DeGuilio-Fox advised that the developer she’s been working with, and who purchased the Kennedy Avenue for development, had expressed interest in the Redevelopment-owned property located at 8200 Kennedy. He offered to work out a purchase arrangement with Redevelopment and then construct a building and storage facility if Aide Rental would agree to relocating their business to that location. Ms. DeGuilio-Fox asked what the Commissioners thoughts were in this regard. Discussion ensued. If the Commission agrees with the idea Mr. Lieser will contact the owner of Aide Rental. Commissioner Conley indicated he knows the owner and is willing to make an introduction.
7. **2021 Goals – Review:** Mr. Huerter commented that he’d reviewed the Redevelopment Commission’s 2021 Goals and is impressed by what the Commission has accomplished this year. He encouraged the other commissioners to take a close look at the goals and think about what they should set their sights on for 2022. Ms. DeGuilio-Fox encouraged the commissioners to consider what goals might be set for 2022 and do a little planning prior to the beginning of next year. President Huerter also asked about the Commercial Property Improvement Grant Program and if there are any pending applications. Ms. DeGuilio-Fox explained that the proposed buyer of the Highland Office Building has not yet closed on the purchase and so not submitted a grant

application. She explained there continues to be ongoing discussions between the owner and the buyer and that the project may not occur until next year.

- 8. Redevelopment Commission Comments:** Director DeGuilio-Fox asked attorney Reed why he went directly to the Council to arrange a meeting with Jay Lieser, proposed developer for the south Kennedy and downtown Kennedy projects, rather than reaching out to the Redevelopment Director first. She reminded everyone that she had initiated the projects with a cold call to the developer more than a year ago and that since then conversation and meetings have continued to move forward. She also reminded commissioners that this developer has a purchase agreement with the Redevelopment Commission for the downtown Kennedy Avenue properties and was to submit a concept plan to the Commissioners for their review prior to any others. Attorney Reed explained that he was trying to accommodate a request from the attorney for the developer to introduce the projects to the Town Council to receive their blessing before moving forward. Discussion ensued.

There being no further discussion the Redevelopment Commission study session was adjourned at 7:25 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION
PLENARY BUSINESS MEETING MINUTES - DRAFT
TUESDAY, OCTOBER 26, 2021**

The Highland Redevelopment Commission ("Commission", "RC") met in an electronically convened meeting using the Zoom platform. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb's Executive Order 20-04, 20-09 and 21-28, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency through to December 1, 2021. The Plenary Business Meeting was called to order at 7:25 p.m. by Commission President Cyril (Cy) Huerter.

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

Roll Call: Commissioners present included Sean Conley, George Georgeff, Cyril Huerter, Bill Leep and Robyn Radford. A quorum was established.

Additional Officials Present: Ed Dabrowski, IT Director; Attorney John Reed, Abrahamson, Reed and Bilsie; and Kathy DeGuilio-Fox, Redevelopment Director.

Also Present: John Jurisa, Weichert Realtors; Lydia Shotts, Resident of Highland, Indiana and one unidentified guest.

Minutes of Previous Sessions: Commission President Huerter asked if everyone had received and reviewed the minutes of the September 28, 2021 study session and plenary business meeting as well as the October 12, 2021 study session. Hearing that everyone had reviewed the minutes he called for a motion to approve. Commissioner Bill Leep made a motion to approve the minutes as presented. Commissioner George Georgeff seconded the motion. There being no corrections or discussion, Commission President Huerter approved the minutes as presented.

Special Orders: None

Public Comment: Ms. Lydia Shotts, referenced reviewing the agenda that was posted and asked about a south Kennedy Avenue development. Mr. Huerter recognized that she was referencing the 2021 Redevelopment Goals and mistook Goal #7 – Continue to Explore Feasibility of a New Business Park on Kennedy Avenue and Main Street - as a project currently under consideration by the Redevelopment Commission. President Huerter explained that this was not on the Commission's agenda and therefore currently not a point of discussion. However, Ms. Shotts was briefly informed of the potential project that could come before the Plan Commission should developer 1st Metropolitan Builders petition for consideration. Ms. Shotts was advised to watch the Plan Commission and/or BZA agendas for further information about the project.

Communications: None

Unfinished Business and General Orders: None

New Business:

1. **Resolution 2021-28: A Resolution of the Highland Redevelopment Commission Regarding Disposition of Property Located at 2815 Jewett and Matters Related Thereto.** Commission President Huerter called for a motion to approve Resolution 2021-28. Commissioner Bill Leep moved to approve. Commissioner Robyn Radford

seconded the motion. There being no discussion a roll call vote was taken. The motion passed with a vote of five affirmatives and no negatives.

2. **Amendment of October 26, 2021 Agenda:** The Commissioners expressed their desire to add additional business to the agenda understanding such an action would require a motion to amend before proceeding to take up the new business. President Huerter called for a motion to amend the agenda to add the item concerning the sale of the 2815 Jewett property. Commissioner George Georgeff made a motion to add new business concerning the sale of the 2815 Jewett Street property to the agenda. Commissioner Bill Leep seconded the motion. There being no discussion a roll call vote was taken. The motion passed with a voice vote of five affirmatives and no negatives.

3. **Resolution 2021-29: A Resolution of the Highland Redevelopment Commission Amending Resolution 2021-27 Approving and Accepting an Offer to Purchase Redevelopment Department Owned Property Located at 2821 Jewett Avenue By Richard J. Kroll in the Amount of Eighty-Eight Thousand Dollars and 00/100 Cents (\$88,000.00) to Offer a Credit in the Amount of \$7,873.00 for Roof Repair of Said Property.** Discussion ensued. There being no further discussion, Commission President Huerter called for motion. Commissioner Bill Leep made a motion to accept Resolution 2021-29. Commissioner Sean Conley seconded the motion. Commissioner Huerter asked if there was any additional discussion. Commissioner George Georgeff advised he would abstain from voting on this motion because, as he'd advised during an earlier meeting, the purchaser had previously contacted him and were customers of his. There being no further discussion the roll was called for a voice vote. The motion passed by a voice vote of four affirmatives, no negatives and one abstention.

Action to Pay Accounts Payable Vouchers: Commissioner George Georgeff made a motion to pay accounts payable vouchers as filed on the pending accounts payable docket, covering the period September 29, 2021 through October 27, 2021 and the payroll dockets for October 8, 2021 and October 22, 2021 in the total amount of \$141,527.65. Commissioner Robyn Radford seconded the motion to approve the Accounts Payable Vouchers. There being no discussion, Commission President Huerter called for a roll call vote. Upon a roll call vote the motion passed with five affirmatives and no negatives.

Vendors Accounts Payable Docket:

Redevelopment General Fund, \$14,827.65; Highland Economic Development, \$0.00; Redevelopment Capital Fund, \$26,700.00; Downtown Redevelopment District Allocation Area, \$0.00; Redevelopment Bond & Interest, \$0.00; CEDIT Economic Development Income Tax Fund, \$0.00 and Cardinal Campus Allocation Area, \$0.00. Total: \$41,527.65.

Payroll Docket for Payday of October 8, 2021 and October 22, 2021: Redevelopment Department:
Total Payroll: **\$10,359.13.**

Business from the Commissioners: There was no business from the Commissioners however Redevelopment Director asked the commissioners if they would like to alter their December schedule as they had done for their December 2020 meetings. Commissioners agreed that if both study session and plenary business meeting for the month of December could be convened on Tuesday, December 14, 2021 they would proceed with altering their schedule to accommodate that change. Ms. DeGuilio-Fox will check with the Clerk-Treasurers and his staff to ask if that schedule change would work for them.

Next Meeting: President Huerter advised that the next Study Session is scheduled for Tuesday, November 9, 2021 and will convene at 6:30 PM. The next Plenary Business Meeting is scheduled for Tuesday, November 23, 2021 immediately following the study session at 6:30 PM. A Study Session will reconvene following the public meeting, if deemed necessary. The next meeting of the Highland Main Street is tentatively scheduled to convene on Wednesday, November 10, 2021 at 6:30 p.m. The meetings will be convened in person at Town Hall unless otherwise advised through the issuance of a public notice.

Adjournment: There being no further business of the Highland Redevelopment Commission, the Tuesday, October 26, 2021 meeting of the Highland Redevelopment Commission was adjourned at 7:45 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES - DRAFT
TUESDAY, NOVEMBER 9, 2021**

The Highland Redevelopment Commission ("RC", "Commission") met in person at Town Hall on Tuesday, November 9, 2021. The Study Session was called to order at 6:46 p.m. by Commission President Cy Huerter.

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

Roll Call: Commissioners Sean Conley, George Georgeff, Bill Leep, Robyn Radford, and Cyril Huerter were present in person at Town Hall. A quorum was established.

Additional Officials Present: Roger Sheeman, Council Liaison to the Redevelopment Commission and Kathy DeGuilio-Fox, Redevelopment Director were present in person.

General Substance of the Discussion

1. **Disposition of 2815 Jewett – Report:** Director DeGuilio-Fox advised that the Notice of Request for Proposals had been sent to the TIMES and that the first advertising of the notice was on Monday, November 1, 2021. The second advertisement is scheduled for Wednesday, November 10, 2021. Ms. DeGuilio-Fox reported she had also alerted several parties who had expressed interest in the property including Rhonda Bloch, SIP Coffee House; two individuals notified through realtor Bill Loy, McColly Real Estate; and the Zorn Group notified through broker Mike Borowiec, McColly Real Estate. She reminded the commissioners that proposals are due to be submitted to the Redevelopment office no later than 4:00 p.m. on Tuesday, November 23, 2021. If any proposals are submitted they will be presented to the commissioners to be opened during their regularly scheduled public meeting on Tuesday, November 23, 2021 at 6:30 p.m.
2. **Disposition of 2821 Jewett – Report:** Director DeGuilio-Fox advised that the buyer has accepted the credit offered by the Redevelopment Commission and that the title documents have been received. Closing is contingent upon BZA approvals and will be performed once the Zorn Group has received all necessary approvals. Ms. DeGuilio-Fox reported she has not been advised that the Zorn Group has petitioned the Plan Commission or BZA to appear, but expects they will do that now that the Redevelopments counter to the inspection offer has been accepted.
3. **Bult Oil Property – Update:** Director DeGuilio-Fox advised she has not heard back from Attorney Reed. He was to contact the attorney for the buyer, Nathan Vis. She reminded Commissioners that attorney Vis had called her and was unhappy with the next steps his client was required to follow. Ms. DeGuilio-Fox has not heard back from attorney Reed and will make a follow-up call to him. She also reported that to date she has not received a development plan nor a timeline from the Eriks, both required as agreed on by both parties through the purchase agreement. Currently, the sale and project is at a stand-still.
4. **8436 Kennedy Avenue – Update:** Ms. DeGuilio-Fox advised she has not yet received title work as ordered by attorney Reed and as far as see is aware the property remains on the market. She

advised that she reached out to the owners of the CITGO station at the corner of Kennedy and Highway as instructed, however, the owners have not responded.

5. **Downtown Marketing Brochure – Update:** Ms. DeGuilio-Fox reminded the Commissioners that an estimate had been received. However, because the Commission did not have a budget line item that would accommodate the cost, Clerk-Treasurer Griffin had suggested an additional appropriation be requested. The additional appropriation request went to the Town Council for approval and it was denied. Certain members of the Council do not believe that a printed brochure is a good idea nor an appropriate use of funds. She reported that at the recent Council meeting Monday evening members asked her questions about the brochure and had given reasons why they thought it was not a worthy expenditure. She explained that she had responded to them that the Main Street Bureau and Redevelopment Commission both felt it was a good use of funds. She further commented that she had expressed her expectation to the Council that the additional appropriation would be denied and therefore she had looked for another source from which to fund the brochure. She added that the hard copy brochure is not the only component of the project and includes an electronic/digital version. Liaison Sheeman elaborated on the council comments and their issues with the project and commented further that Councilman Schocke has expressed his dislike of Ms. DeGuilio-Fox which is why Councilman Sheeman believes he does not support the project. The Commissioners agreed that there is still a place for a brochure such as what is proposed. Ms. DeGuilio-Fox has found the funds and the cost will be under \$15,000.00 which she may approve. Discussion ensued.
6. **EV Chargers – Update:** Ms. DeGuilio-Fox advised that installation of the EV chargers will be completed by the end of the week of November 8th. Once installation is complete software training will be scheduled for the IT Director and members of the Clerk-Treasurers office. Brief discussion ensued. Ms. DeGuilio-Fox included comments about requesting signage for the charger stalls as well as a stencil for each of the EV charging station parking places.
7. **2907 Jewett – Update:** Ms. DeGuilio-Fox reported that the Construction Design Release had been received for the Commercial Property Improvement project at 2907 Jewett Street and that Mr. Belmonte will now be able to move forward. Discussion ensued.
8. **2022 Redevelopment Commission Appointments:** Ms. DeGuilio-Fox advised that if any of the commissioners would like to serve again next year they should send a brief note to Michael Griffin and he will advise Councilman Sheeman. Those appointments will be made next year. Councilman Sheeman commented as to what he believes the process will be next year.
9. **Redevelopment Commission Comments:** Commissioner Leep asked that Ms. DeGuilio-Fox add a brief description to a property address that has been added to the agenda as a discussion item in the future. She apologized and explained that she uses addresses as her point of reference due to her familiarity with all of the properties in the downtown. Commissioner Conley asked if anyone knows what is happening to the property at the corner of Duluth and Kennedy. No one was familiar although discussion ensued. Liaison Sheeman polled the Commissioners as to their opinion in regard to the tattoo studio that requested approval to locate on Condit Street and whether they approve or not of this business type. All of them stated they would support the tattoo studio. Brief discussion ensued. Ms. DeGuilio-Fox advised that the BZA had given an

unfavorable opinion and that the project will now go to the Council. Comments were provided by the commissioners.

There being no further discussion the Redevelopment Commission study session was adjourned at 7:45 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION
SPECIAL PUBLIC MEETING MINUTES - DRAFT
TUESDAY, NOVEMBER 9, 2021**

The Highland Redevelopment Commission ("Commission", "RC") met in a Special Public Meeting on Tuesday, November 9, 2021 in the Council Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Cy Huerter called the meeting to order at 6:30 p.m. Taking minutes for the meeting was Director Kathy DeGuilio-Fox.

Roll Call: Present on roll call were Redevelopment Commissioners Sean Conley, George Georgeff, Cy Huerter, Bill Leep and Robyn Radford. A quorum was attained.

Officials Present: Town Council Liaison Roger Sheeman and Kathy DeGuilio-Fox, Redevelopment Director were also present.

Additional Officials Present: James D. Shanahan, Partner, Taft Stettinius and Hollister LLP; James Wieser, Esq, Wieser & Wiley LLP.

Guests: None

Minutes of the Previous Meetings: None

Special Orders: None

Public Comment: There were no comments written or spoken.

Communications: None

Unfinished Business and General Orders: None

New Business:

1. **Resolution 2021-30: A Resolution of the Highland Redevelopment Commission Pledging TIF Revenues.** President Cy Huerter called for a motion to adopt Resolution 2021-30. Commissioner George Georgeff moved to adopt Resolution 2021-30. Commissioner Robyn Radford seconded the motion. There being no discussion the motion passed by a roll call vote of five affirmatives and zero negatives.
2. **Approval of a Development Agreement By and Among the Town of Highland, Indiana, the Highland Redevelopment Commission, and S.J. Highland LLC, or an Affiliate Thereof.** President Cy Huerter called for a motion to approve the Development Agreement as submitted. Commissioner George Georgeff moved to approve the Development Agreement and Commissioner Bill Leep seconded the motion. Commissioner Sean Conley asked how the approved bonds will be spent. Attorney James Shanahan responded that the costs are projected to be between \$31.6M and \$34M. There are no proceeds created up front and the developer is buying his own bonds. So, as the developer proceeds with the development he will submit proof of expenditure to the Town and an assigned Trustee. Upon approval of the submitted expenditures reimbursement will be made to the developer up to the \$4M approved. The \$4M bonds will be primarily for infrastructure/horizontal costs and not vertical development. Discussion ensued. There being no

further discussion a roll call vote was taken and approval was determined by a vote of five affirmatives and no negatives.

Action to Pay Accounts Payable Vouchers: None

Business from the Commissioners: None

Next Meeting: The next full Study Session is scheduled to be held on December 14, 2021 at 6:30 p.m. The next Public Meeting will be held on November 23, 2021 and convene immediately following the adjournment of the scheduled study session that evening. The Study Session precedes the public meeting at 6:30 p.m. and reconvenes following the public meeting, if deemed necessary. The next meeting of the Highland Main Street will be Thursday, November 10, 2021 at 6:30 p.m.

Adjournment: There being no further business to consider the Special Meeting of the Highland Redevelopment Commission was adjourned at 6:44 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

To Whom It may Concern,

I'm writing to you in regards to the tattoo studio of Tina Brenda. I'd like to start by telling you how dynamic Tina is. After serving 4 years for the country, she took it upon herself to work hard towards a career. A career as a tattoo artist is self-made. Only with thorough dedication and diligence can you create success and results. Tina has shown she has the will-power to persevere and make something wonderful.

I met Tina when I was 18. After the passing of my Grandmother, I was inconsolable. I was working three jobs to put myself through school on my own, and the death of my Gram fell in the middle of it all. I couldn't get a grip on my life with the magnitude of sorrow I carried. Until one day, when I found Tina online and made an appointment to have my Grandma's name tattooed inside a heart surrounded by peonies. As odd as it was, once I had gotten it done, I began my healing process emotionally. Having her immortalized with me brought such comfort, I will never be able to explain the gratitude I have for Tina helping me move past that darkness, with the art she made.

"Nephilim Studios" is what Tina will call her shop. If you look up the meaning of "Nephilim" on Google, it will tell you the following:

"The Nephilim are mysterious beings or people in the Hebrew Bible that are large and strong"

I think it's wonderful to have a place that represents and welcomes people of all backgrounds to be considered strong beings. To have a place and an environment to feel secure. This studio will not only house art, but healing. Having someone you can trust to be professional and understanding of the vulnerability of making personal art for individuals every day is so important. As the town of Highland, I hope with the deepest sincerity you will realize what an incredible asset you'll have added to this wonderful town.

I trust Tina fully in her competence and desire to be great in Highland as Nephilim Studios. I pray you all give this fearless woman the chance to change her life, and the lives of others forever.

Candidly,

Phil Penn

**NOTICE OF REQUEST FOR PROPOSALS
HIGHLAND REDEVELOPMENT COMMISSION
TOWN OF HIGHLAND, LAKE COUNTY, INDIANA**

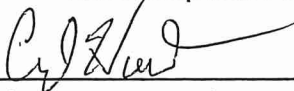
Notice is hereby given that the Highland Redevelopment Commission (the "Commission") will accept sealed proposals at the office of the Redevelopment Commission, located in the Highland Town Hall at 3333 Ridge Road, Highland, Indiana, up to the hour of 4:00 PM (CST) on the 23rd day of November, 2021. Notice is further given that a public meeting of the Commission will be held on the 23rd day of November, 2021 at 6:30 PM (CST) at 3333 Ridge Road, Highland, Indiana, at which time and place the "Commission" shall open and consider each proposal pursuant to Indiana Code 36-7-14-22. For the purchase of real property located at 2815 Jewett Street, being made available for development purposes and/or highest and best use in the Highland Downtown Redevelopment Area I, said property including 0.16 acres, more or less.

The Offering Sheet containing a detailed description of the property located at 2815 Jewett, the offering price for the property described and the terms upon which the sale shall be awarded, as well as certain limitations on the use of the property described above, is available for review at the office of the Town of Highland Redevelopment Commission located at 3333 Ridge Road, Highland, Indiana.

Each proposal shall be executed in the manner provided for in the Offering Sheet. Pursuant to Indiana Code 36-7-14-22, any proposal submitted by a trust (as defined in Indiana Code 30-4-1-1(a)) must identify each (i) beneficiary of the trust and (ii) settlor empowered to revoke or modify the trust.

Dated this 26th day of October, 2021

Town of Highland, Lake County, Indiana
Redevelopment Commission



Cyril Huerter, President


ATTEST:



Bill Leep, Secretary

10-27-21

Date



Kathy DeGuilio-Fox, Redevelopment Director

Oct 26, 2021

Date

EXHIBIT A

DESCRIPTION OF PROPERTY

(See Attached)

EXHIBIT A

DESCRIPTION OF PROPERTY

The property offered for sale is located at 2815 Jewett Street. The subject property consists of three units and the present use is Mixed Commercial, considered the Highest and Best Use. It is situated on a common site measuring 54.6' x 125' and is an approximate total of 6,825 sq. ft. or 0.16 acres, more or less. The Gross Building Area of the three unit building is 6,195 sq. ft. +/- . The front of the building measures approximately 50' x 59' and is currently occupied by two commercial units, one a coffee house/restaurant and the other a retail store. Each business occupies approximately 1,475 sq. ft. +/- of the front commercial space. The rear storage garage area measures approximately 51' x 59' and occupies approximately 3,245 sq. ft. of the building. According to the Lake County Assessor's records, the site is legally described as Highland Lot 21, Block 14 Except the East 42FT, All of Lot 22. Block 14 in the Highland Addition to the Town of Highland, Lake County, Indiana. The Parcel ID Number is: 45-07-21-451-012.000-026

The subject property is situated on the north side of Jewett Street just east of Kennedy Avenue in the central business district of downtown Highland. Jewett Street is a secondary lane road that extends east from Kennedy Avenue about two blocks to 5th Street and is proximate to the major intersection of Highway Avenue and Kennedy Avenue. Jewett Street in this location is generally comprised of small commercial use properties. The subject property faces the Ridge Road viaduct approach way. Access to Jewett Street is via Kennedy Avenue, 4th or 5th Streets, or the public alleyway (between Jewett & Highway Avenues). The north side of Jewett Street has a variety of commercial uses from eateries to a Lake County Public Library branch, other uses include retail, small services and professional offices.

The subject property is located in B2 Central Business District zoning and is currently a mixed use property with three rental units including: a small café, a retail shop and a storage/garage. The district allows most retail, restaurant and service type business. This area of downtown Highland is located in an overlay district and requires specific design standards be followed as described in Highland's Master Plan found at: <https://www.highland.in.gov/MASTERPLAN>.

The subject property is well served by public utilities including municipal water and sanitary sewer services and NIPSCO gas & electric. These systems have adequate capacity to serve the redevelopment of the property. Police and fire protection services are readily available with both police and fire stations located in close proximity to the site.

The subject property is approximately 1.25 miles from the Kennedy Avenue interchange of Interstate 80/94. According to Flood Insurance Rate Maps published by the U.S. Federal Emergency Management Agency, the subject property is located in a Zone X area determined to be outside a special flood hazard zone as shown by map panel #18089C137F, dated 03/16/2016.

EXHIBIT B

OFFERING SHEET

(See Attached)

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

OFFERING SHEET

The Highland Redevelopment Commission (the "Commission") is offering the property described in Exhibit A hereto (the "Offered Property") for sale to the successful bidder.

The bidder or bidders shall prepare a bid for the purchase of all of the Offered Property. The following terms and conditions apply to the bids:

Minimum Offering Price: Each bid must propose a purchase price of not less than \$303,500.00.

Required Uses: Commitments by bidder or bidders to undertake the following:

1. Investment of \$500,000.00 in improvements of the real estate.
2. Creation of 5-10 new full-time and/or part-time jobs at an average compensation rate per job of at least \$12.00 to \$13.00 per hour.

Conditions of Bid Acceptance: The Commission will publicly open all written offers, and the bid price will be read aloud and the bidder's general plan will then be read on Tuesday, November 23, 2021. The Commission will then review all proposals and make an award or reject all offers. Bid proposals must meet the following conditions:

- a) The successful bidder must propose a development/use of the Offered Property for a project acceptable to the Highland Redevelopment Commission.
- b) The successful bidder must propose a development/use of the Offered Property that is acceptable to the Commission understanding it is contingent upon the Highland Plan. Commission and Highland Board of Zoning Appeals approvals.
- c) No proposal will be eligible for consideration that does not meet the Minimum Offering Price.

Conditions to Closing: The Commission's obligation to convey the Offered Property to the successful bidder is subject to the following conditions:

- a) Payment of the full purchase price for the Offered Property by the successful bidder at closing.
- b) All agreements relating to the sale and use of the property will be subject to review by the Highland Redevelopment Commission as well as attorneys for the Highland Redevelopment Commission and the Town of Highland to assure compliance with all applicable laws and agreements to which the Commission and Town of Highland are subject.

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 094 REDEVELOPMENT GENERAL						
Dept 0000						
094-0000-34023	HEALTH AND DENTAL INSURANCE	94873	TOWN OF HIGHLAND INS FUND (NOV 2021 HEALTH/LIFE INS PREM RED	3,238.65	
094-0000-34043	LIFE INSURANCE	94873	TOWN OF HIGHLAND INS FUND (NOV 2021 HEALTH/LIFE INS PREM RED	14.24	
094-0000-35008	UTILITIES-2821 JEWETT	94779	NISOURCE INC.	UTILITIES-2821 JEWETT	100.22	999324
094-0000-35008	UTILITIES-2811 JEWETT	94780	NISOURCE INC.	UTILITIES-2811 JEWETT	136.13	999324
094-0000-35008	STORM-2605 CONDIT	95152	TOWN OF HIGHLAND UTILITIES	STORM-2605 CONDIT	15.22	
094-0000-35008	STORM-2917 HIGHWAY	95153	TOWN OF HIGHLAND UTILITIES	STORM-2917 HIGHWAY	15.22	
094-0000-35008	STORM-8610 KENNEDY	95154	TOWN OF HIGHLAND UTILITIES	STORM-8610 KENNEDY	15.22	
094-0000-35008	STORM-8612 KENNEDY	95155	TOWN OF HIGHLAND UTILITIES	STORM-8612 KENNEDY	15.22	
094-0000-35008	STORM-8618 KENNEDY	95156	TOWN OF HIGHLAND UTILITIES	STORM-8618 KENNEDY	61.03	
094-0000-35008	STORM-8620 KENNEDY	95157	TOWN OF HIGHLAND UTILITIES	STORM-8620 KENNEDY	61.03	
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	94882	REDEVELOP GEN TRANSFER GROSS	11/5 PRL D/S TRANSFER REDEVELOPM	5,036.85	34521
094-0000-45200	REDEVELOP GEN TRANSFER GROSS	95182	PAYROLL ACCOUNT	11/19PRL D/S TRANSFER REDEVELOPME	5,322.29	34540
			Total For Dept 0000		14,031.32	
			Total For Fund 094 REDEVELOPMENT GENERAL		14,031.32	
Fund 096 REDEVELOPMENT CAPITAL						
Dept 0000						
096-0000-39040	COMM GARDEN DONATION-WATER US	95151	FIRE DEPT DONATION FUND	COMM GARDEN DONATION-WATER USAGE	130.32	
			Total For Dept 0000		130.32	
			Total For Fund 096 REDEVELOPMENT CAPITAL		130.32	
Fund 250 CREDIT ECON. DEV. INCOME TAX FUND						
Dept 0000						
250-0000-31000	SPECIAL COUNSEL TO REDEVELOPM	95150	BARNES & THORNBURG, LLP	SPECIAL COUNSEL TO REDEVELOPMENT	72.50	
250-0000-35010	ENGINEERING SERVICES	95158	WEAVER HOLDINGS, LLC	ENGINEERING SERVICES	1,154.54	
250-0000-35010	ENGINEERING SERVICES	95159	WEAVER HOLDINGS, LLC	ENGINEERING SERVICES	1,835.66	
			Total For Dept 0000		3,062.70	
			Total For Fund 250 CREDIT ECON. DEV. INCOME TAX FUND		3,062.70	

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

Fund Totals:

Fund 094 REDEVELOPMENT GENERAL	14,031.32	
Fund 096 REDEVELOPMENT CAPITAL	130.32	
Fund 250 CREDIT ECON. DEV. INCOME	3,062.70	
	<u>17,224.34</u>	