

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
TUESDAY, MARCH 8, 2022**

The Highland Redevelopment Commission (“Commission”, “RC”) met in person at Town Hall. The study session was called to order at 6:30 p.m. by Commission President Sean Conley.

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

Roll Call: Commissioners present in person included Sean Conley, George Georgeff, Bill Leep, Cyril Huerter and Alex Robertson. A quorum was established.

Additional Officials Present: Pat Krull, School Town of Highland Representative and non-voting member to the Redevelopment Commission; Town Council Liaison, Tom Black; John P. Reed, Attorney Representing the Redevelopment Commission; Kathy DeGuilio-Fox, Redevelopment Director and Lance Ryskamp, Redevelopment Assistant were present in person.

Also Present: John Jurisa, Weichert Realtors; Rhonda Bloch, SIP Coffee House & Artisan Café; Teri Yovkovich, 2 Chicks Resale & Consignment Shop were present in person.

General Substance of the Discussion

- 1. Welcome to Highland Sign:** Lance Ryskamp reported in lieu of Mr. Lovell, Landmark Sign, making a presentation in regard to the proposal changes Commissioners requested at their previous meeting. The Commissioners were also advised that Roeda Signs had submitted a proposal. The diagrams were passed around and Mr. Ryskamp did his best to respond to questions. The Commissioners were further advised that Roeda Sign had not yet submitted a cost proposal however promised to send updates and an estimate soon. Discussion ensued. Commissioners asked Mr. Ryskamp to get additional quotes from several other sign companies. Mr. Ryskamp asked if Commissioner Robertson would send him names of companies to contact. Commissioner Robertson agreed he would assist with that information.
- 2. Sale of 2815 Jewett:** As requested, Ms. Rhonda Bloch, owner of SIP Coffee House & Artisan Café, attended the Redevelopment Commission meeting. She was asked about her offer to purchase the 2815 Jewett property, in particular, she was asked what her plans are for the garage on the north end of the building. Ms. Bloch advised she would like to lease the garage area and use the rental income to reimburse her purchase costs. Discussion ensued. Ms. DeGuilio-Fox was asked to provide contact information for a party potentially interested in renting the garage space.
- 3. Supplement to the Highland Municipal Code, Sec 214.180: RD-Redevelopment District:** As a follow up to previous discussion Ms. DeGuilio-Fox advised she had spoken to Tony Hart of Chester, Inc. She reported that he is receptive to providing feedback, from a contractor’s point of view, on Town requirements and as a contractor who had completed work in the Town of Highland. Discussion ensued. Ms. DeGuilio-Fox suggested the Commissioners review design standards and code from other communities so that a comparative study may be created and reviewed before Commissioners suggest any changes to the Supplement. The Commissioners asked Mr. Ryskamp to research surrounding communities’ design standards and related code and prepare a report for their future discussion.
- 4. 2022 Redevelopment Commission Goals:** Ms. DeGuilio-Fox advised that she had neglected to include completion of the downtown municipal parking lot project as a 2021 accomplished goal on the earlier version of the goals. She advised that she added it to the goals list thinking it was

too important a project to leave off as a major accomplishment in that section of the 2022 Redevelopment Goals document. Commissioners agreed and asked Councilman Black to forward the revised list to the other Councilman and request their input prior to the next meeting. The Councilman advised they will move forward to approve the 2022 goals if there are no further comments from the Town Council. Director DeGuilio-Fox was asked to prepare a resolution to that effect for consideration at the March 22, 2022 plenary meeting of the Redevelopment Commission.

5. **2022 Commission Appointments Update:** Ms. DeGuilio-Fox reported to the Commission that she had been advised by Liaison Black that it is the intention of the Council to reappoint Commissioner Huerter at their upcoming plenary session. Councilman Black further reported that while a majority of the councilman had expressed they would vote in favor of the appointment, councilman Schocke had advised he would vote against. Brief discussion ensued.
6. **New Director Search:** Ms. DeGuilio-Fox reported that she'd been asked at a recent Town Council meeting where the Redevelopment Commission is in the process of hiring a new director. She advised that she had reported the Commission is continuing to review the list of interview questions. Commissioner Georgeff requested two additional questions be added to the list and discussion ensued. The Commissioners determined they would like to conduct an interview after the March 22nd plenary session during and another prior to the next study session, April 12, 2022. Commissioners asked Ms. DeGuilio-Fox to contact the second candidate, Bernie Zemen. With Lance Ryskamp in attendance at the Redevelopment Commission meeting he, as the other position candidate, was notified. However, Ms. DeGuilio-Fox advised that once she'd spoken to Mr. Zemen she would notify everyone and prepare a schedule.
7. **Redevelopment Commission Comments:** Ms. DeGuilio-Fox advised she had a few additional topics to comment on and requested permission to do so. Permission was granted. Ms. DeGuilio-Fox commented on the following:
 - a. Director's activities including the annual report that has several deadlines for completion that must be met. She advised the annual report – a very detailed and time-consuming document – must be submitted to the Town Council no later than April 1st of each year. And, the report must also be submitted to the Lake County Auditor and the Department of Local Government Finance, both hard copy and certain data through the Gateway site. She advised that her time for other tasks would be limited while working to complete this document.
 - b. Ms. DeGuilio-Fox reported that the Council had reviewed the tax abatement compliance documents as submitted. She explained that she collects them from the businesses who've been granted tax abatements and reviews them. Then, she works with the Council president to get the annual review scheduled. She reported that during the Council's preliminary review there were numerous concerning comments made including questioning how/why these businesses could be paying their employees more money and reporting those amounts on the CF-1 and that they should attend the review in order to explain to the Council. Ms. DeGuilio-Fox commented that the businesses were in compliance and that the Council does not need to question anything further than that. Discussion ensued. Ms. DeGuilio-Fox asked to speak to councilmen about this which she took to be another show of disrespect for local business.
 - c. Ms. DeGuilio-Fox advised that Councilman Black reported a citizen of Highland requested all of the Redevelopment Commission meetings be livestreamed. She advised that the IT Director commented it would cost the Commission at least \$150 per meeting to do this. Ms. DeGuilio-Fox advised that the Redevelopment

Department budget could not bear this additional cost. It had not been budgeted for and there is no fat in the budget for additional costs such as this. The Commission determined that if the Council wishes this new process to be followed the cost should be incurred by the Town budget.

There being no further discussion the Redevelopment Commission study session was adjourned at 8:12 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.