

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
MONDAY, FEBRUARY 3, 2020**

Members of the Highland Redevelopment Commission ("RC", "Commission") met on Monday, February 17, 2020 in the Upper Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. The Study Session was called to order at 7:05 p.m. by Commissioner George Georgeff.

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. All were present. A quorum was established.

Additional Officials Present: John P. Reed, Abrahamson, Reed & Bilse; Roger Sheeman, Council Liaison to the Redevelopment Commission; Mark Herak, Highland Town Councilman; Pat Krull, School Town of Highland liaison and non-voting member; Jacqueline Herrera, Council of Community Events; and Kathy DeGuilio-Fox, Redevelopment Director.

Also Present: Guest Presenter, Tom Pitman, Barnes & Thornburg, LLP.

General Substance of the Discussion

1. **Tom Pitman, Barnes & Thornburg, LLP:** Ms. DeGuilio-Fox introduced the guest speaker and allowed him time to add to her introduction. Attorney Pittman made a presentation to the Commissioners about Tax Increment Financing. Numerous questions were asked and discussion ensued. Informed comments were made by both Clerk-Treasurer Griffin and Attorney Reed.
2. **Highland Allocation Areas Information:** Director DeGuilio-Fox provided information to the Commissioners and advised that Dan Botich of SEH of Indiana, Inc. will be making a presentation to them at their February 17th meeting that will include information specific to the four allocation areas that have been established in the Town of Highland.
3. **Commercial Property Improvement Grant Program:**
 - a. Pending Grants: Ms. DeGuilio-Fox directed the commissioners' attention to their packets where a copy of Resolution 2019-27 and Resolution 2019-28 were found. The two resolutions, along with accompanying copies of property photos, provided a snapshot of the two pending Commercial Property Improvement Grants that were awarded last year. Ms. DeGuilio-Fox provided a brief explanation of the types of renovations that were planned.
 - b. New Application: Ms. DeGuilio-Fox directed the commissioners' attention to their packets and the copy of the grant applications recently received from Triangle Equities, LLC. She asked the commissioners to review the applications and attached grant information for discussion at their next meeting. She also advised that this is the first time that an applicant has requested funds for a private living space (apartment). The intention of the interior improvement portion of the grant is to assist businesses who are in need of renovating commercial space, such as a kitchen or a building that has been vacant, has damage inside or has had not updates for many years. I also advised, as is always done, that commissioners should consider whether the façade design adheres to the design standards and Mid-Century Modern style.

4. **2020 Goals – Discussion:** Ms. DeGuilio-Fox asked the commissioners to review the draft 2020 redevelopment goals along with the 2019 goals that had been set last year. This topic will be discussed at an upcoming meeting.
5. **Expenditure Report – Discussion:** Ms. DeGuilio-Fox sought the commissioners' opinion as to the expenditure report that had been sent to them. Did it provide the budget information they'd requested. Would it provide them with an ongoing picture of the redevelopment budget and expenditures as the year moves forward? Discussion ensued. Remarks were of a positive nature. Ms. DeGuilio-Fox will continue to send the expenditure report as she receives them from the encumbering officer each month.
6. **Presentations:** Ms. DeGuilio-Fox advised the commissioners that at the beginning of their meeting on Monday, February 17th two presentations will be made.
 - a. John Talbot, Weaver Consultants Group, will make a presentation illustrating the redevelopment project at the SW corner of Kennedy and Highway that includes rebuilding the municipal parking lot, relocating the bike trail and building the Depot.
 - b. Dan Botich, SHE of Indiana, Inc., will make a presentation about the designated allocation areas already established in Highland.
7. **Redevelopment Commissioner Comments:** None

There being no further business, the February 3, 2020 study session of the Highland Redevelopment Commission was adjourned at 9:00 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.