

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES - APPROVED
TUESDAY, MARCH 10, 2020**

Members of the Highland Redevelopment Commission ("RC", "Commission") met on Tuesday, March 10, 2020 in the Upper Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. The Study Session was called to order at 7:00 p.m. by Commission Vice President Bill Leep.

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

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

Additional Officials Present: Pat Krull, School Town of Highland liaison and non-voting member; Roger Sheeman, Council Liaison to the Redevelopment Commission; and Kathy DeGuilio-Fox, Redevelopment Director.

Also Present: No additional individuals were present.

General Substance of the Discussion

- 1. 2020 Goals Highland Redevelopment Commission – Discussion:** Director DeGuilio-Fox directed the commissioner's attention to the 2020 Goals - Highland Redevelopment Commission document in their packet. Those present discussed each goal during a lengthy discussion. Numerous comments were made and ideas presented. Ms. DeGuilio-Fox was asked to edit the list by shifting goals 2-8 down and moving goals 9-12 into the number 2-5 positions. A final discussion of the goals will take place at an upcoming meeting. Once the commissioners have agreed on the goals for the 2020 year and are satisfied with the list a final vote of approval will be taken.
- 2. Tax Abatements for 2020 PAY 2021:** Director DeGuilio-Fox directed everyone's attention to the worksheet she'd prepared summarizing the data reported by each business submitting 2020 PAY 2021 compliance documents. Ms. DeGuilio-Fox reviewed the information with the commissioners and responded to questions. She advised this was an annual process that she manages each year.
- 3. 2021 Budget Year Determinations for Tax Increment for Highland Allocation Areas - Discussion:** Director DeGuilio-Fox directed everyone's attention to the sample tax capture determination letter that is submitted each year to the Lake County Auditor's Director of Taxation, Deanna Prince. She further explained this letter is to advise the Lake County Auditor that the Highland Redevelopment Commission has determined that it will need to capture all of the potential captured assessment in the allocation acres of Highland as of a date certain. Ms. DeGuilio-Fox also explained that this information is sent to, and in May a presentation will be made to, the seven overlapping taxing units of the Highland allocation areas. She further explained that the determination criteria is prepared by SEH of Indiana as part of our annual contract with them. Ms. DeGuilio-Fox advised that this topic will be on their plenary business session scheduled for March 24th and will require the commissioners to vote to adopt.
- 4. Downtown Development:** Ms. DeGuilio-Fox briefly updated the Commissioners on the topics under this heading on the agenda. She advised that during a meeting with Mr. Slager, Commissioner Georgeff, Town Council Liaison Sheeman and herself she was asked to commission new appraisals for the property owned by Triangle Equities on Kennedy Avenue. Ms. DeGuilio-Fox explained that Mr.

Slager, principal of Triangle Properties had expressed renewed interest in selling the properties if an offer were to be closer to what he would like to sell the property for. Ms. DeGuilio-Fox advised that the Commissioners must vote to provide approval to seek new appraisals and the subject would be included on the agenda for the March 24th plenary business meeting. Ms. DeGuilio-Fox briefly recapped the other items on the agenda including that she continues to wait for the licensing agreement from NIPSCO although believes it will be received soon. She mentioned that she'd attended the South Shore Clean Cities conference and spoken to numerous resources in regard to the addition of electric vehicle charging stations in the SW corner project. Discussion ensued.

5. **Downtown Parking:** Director DeGuilio-Fox reported the outcome of the Traffic Safety meeting she'd attended on March 3rd that included lengthy discussion in regard to business parking on Jewett. She advised that, as has happened in the past, a business contacted public works with concerns over the two-hour parking signs. Ms. DeGuilio-Fox advised that she and John Bach had reached out to Jewett Street businesses and discussed the parking issues with them. Those businesses located on Jewett will follow the suggestions made and work cooperatively to share the parking that is available. Ms. DeGuilio-Fox also reported she'd spoken to the businesses about the plans redevelopment has for rebuilding the parking lot at the corner of Kennedy and Highway Avenues.
6. **Downtown Lighting:** Ms. DeGuilio-Fox advised that she had added this issue to the 2020 Redevelopment Commission Goals and that she's been working with John Bach to learn if the current streetlights may be retrofitted to adopt the use of LED lighting or if it will be necessary for the Commission to consider the purchase and installation of all new lights. However, she expressed her hopefulness that the lights may be retrofitted just as those at Main Square had been. She advised the cost for this would be far less than new light fixtures. However, she suggested it is a priority due to the volume of lighting provided by the current fixtures. It must be upgraded so the downtown is walkable at all hours of the day or night and accommodate safe foot traffic.
7. **Highland Main Street:** The topics related to Highland Main Street were tabled due to time constraints.
8. **Redevelopment Commissioner Comments:** None

There being no further business, the March 10, 2020 study session of the Highland Redevelopment Commission was adjourned at 9:15 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.