

**HIGHLAND REDEVELOPMENT COMMISSION  
SPECIAL STUDY SESSION MINUTES  
WEDNESDAY, April 22, 2015**

Members of the Highland Redevelopment Commission ("RC", "Commission") met on Wednesday, April 22, 2015 at 6:13 PM in the Upstairs Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Dominic Noce called the meeting to order. Minutes were prepared by Cecile Petro, Redevelopment Director.

**ROLL CALL:** Commissioners present included Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance were Town Councilman Dan Vassar, School Town of Highland Commissioner Pat Krull, and Redevelopment Director Cecile Petro.

**General Substance of the Discussion**

**Agenda Review**

Commissioners reviewed various items on the Special Public Meeting and the Special Study Session agendas.

**Liability Waiver for Operation SOS**

No report on this item.

**Resolution 2015-12 Façade Improvement Grant for 2813 Highway Avenue (Lincoln's)**

The Commission reviewed the application and found it complete.

**8610 & 8612 Kennedy**

Director Petro reported that the owner of 8610 & 8612 Kennedy Avenue asked for an August 1, 2015 closing date and three monthly lease payments. Commissioners agreed to extend the closing to August 1, 2015, but will not pay lease payments.

**Town Theatre**

The Director reported that the ceiling within the theatre will be removed May 5<sup>th</sup> according to the contractor, Actin Construction. The timeline will be updated once the removal is completed. Commissioner Kuzmar will contact the structural engineer to coordinate efforts. Commissioners stated that they were supportive of the Town Theatre Board's desire to hire a professional fundraiser; however, they will need more information on how much that would cost and when that person would begin. The Director also reported that \$2,255.00 has been received in 2015 Founding Town Theatre Memberships to date.

The Study Session was adjourned for the Public Meeting at 7:15 PM.

**HIGHLAND REDEVELOPMENT COMMISSION  
SPECIAL PUBLIC MEETING  
April 22, 2015**

The Highland Redevelopment Commission ("Commission", "RC") met in a Special Public Meeting on April 22, 2015 at 7:16 PM in the Upper Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Dominic Noce called the meeting to order.

**ROLL CALL:**

Present on roll call included Redevelopment Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance was School Town of Highland Commissioner Pat Krull. Taking minutes for the meeting was Director Petro.

**MINUTES OF PREVIOUS SESSIONS:** None

**PUBLIC COMMENTS:** None

**SPECIAL ORDERS:** None

**COMMUNICATIONS:** None

**UNFINISHED BUSINESS AND GENERAL ORDERS:**

President Noce **tabled the Liability Waiver for Operation SOS** at this time.

**NEW BUSINESS:**

Commissioner Kuzmar made a motion to approve Resolution 2015-12, A Resolution of the Highland Redevelopment Commission to Provide Preliminary Approval for an Application by Ms. Elaine Stasinis for a Façade Improvement Grant for Property Located at 2813 Highway Avenue. Commissioner DeGuilio-Fox seconded the motion. **Motion carried by unanimous voice vote.**

**ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:** None

**BUSINESS FROM THE COMMISSIONERS:** None

**NEXT MEETING:**

The next public meeting will be held on May 13, 2015, at 7:00 PM. A Study Session will precede the Public Meeting at 6:00 PM and may follow the meeting. The next full Study Session will be held on May 27, 2015 at 6:00 PM. The next Highland Main Street meeting will be held on Thursday, May 7, 2015 at 7:30 PM.

**ADJOURNMENT:**

Commissioner Kuzmar made a motion to adjourn the meeting. Commissioner DeGuilio-Fox seconded the motion. **Motion carried by unanimous voice vote to adjourn the meeting at 7:18 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION  
SPECIAL STUDY SESSION RECONVENED  
April 22, 2015**

The Highland Redevelopment Commission (“Commission”, “RC”) reconvened its Study Session at 7:16 PM in the Upper Conference Room of the Municipal Building at 3333 Ridge Road, Highland, Indiana on April 22, 2015.

**ROLL CALL:** Present on silent roll call included Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance was School Town of Highland Commissioner Pat Krull. Minutes were taken by Director Petro.

**General Substance of the Study Session**

**NIRPC Grant**

The Director reported that the subcontractor, SEH, is gathering various documents to prepare the foundation to begin planning the area and to eventually provide renditions and ideas for the area.

**2711 & 2717 Condit**

The Director reported that the owner of 2711 & 2717 Condit has not responded, as yet, to the offer to purchase.

**Dedication Ceremony for the Gateway Sign at North Indianapolis Boulevard**

Commissioner Kuzmar reported that a few items are left on a punch list to be completed on the Gateway project, but those should be taken care of soon. Commissioners decided to have the dedication of the sign on Wednesday, May 27, 2015 at 7:00 PM. Commissioners will begin their Study Session meeting at the town hall, adjourn to the site and, if needed, return to the town hall to complete their meeting.

**Redevelopment Commission Assistant**

The Director reported that the position has been posted internally within the town municipal government. After one week, it can be publicized outside the town government.

**Kennedy Avenue Business Park**

The Commission briefly reviewed the information sent to them by Cender & Company, a firm that provided a business pro-forma for the northwest quadrant of Main and Kennedy Avenues. Commissioners asked if a representative of Cender & Company could attend the next meeting of the Commission on May 13, 2015. A request will be sent.

**Highland Main Street (HMS)**

No report.

**Town Theatre**

Commissioner Kessler stated that the Commission will need to consider special lighting and sound for the theatre beyond what is needed for film when live performances are scheduled.

**Downtown Tree Treatment**

Commissioner Kuzmar will lead the group treating the downtown Ash trees against the Ash Borer. A letter will be sent to all who have volunteered including: Jim and Maggie Kessler, Kathy DeGuilio-Fox, Bob Kuva, and Greg Kuzmar. It is expected that the treatment will be given at the end of April.

**Report by School Town of Highland Commissioner Pat Krull**

Mr. Krull reported that Highland High School has once again attained a four-star school status this year.

**Adjournment**

The Study Session was adjourned at 8:22 PM.

Resolution No. 2015-12

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION TO PROVIDE PRELIMINARY APPROVAL FOR AN APPLICATION BY MS. ELAINE STASINOS FOR A FAÇADE IMPROVEMENT GRANT FOR PROPERTY LOCATED AT 2813 HIGHWAY AVENUE**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), governing body of the Town of Highland Department of Redevelopment (the "Department"), and the Redevelopment Area of the Town of Highland, Indiana (the "Redevelopment District"), exists and operates under the provisions of the Redevelopment of Cities and Towns Act of 1953 which has been codified in IC 36-7-14, as amended from time to time (the "Act"); and

WHEREAS, the Commission on May 28, 1997, adopted Resolution No. 1997-01 declaring the Highland Redevelopment Area to be an area in need of redevelopment within the meaning of the Act; and

WHEREAS, Resolution No. 1997-01 was confirmed by the Commission with the adoption of Resolution No. 1997-02 on July 8, 1997; and

WHEREAS, Subsequent Resolutions, No. 2003-01, No. 2005-11, No. 2006-10, No. 2007-08, and No. 2008-09 confirmed expansion of the Redevelopment Area; and

WHEREAS, the Commission accepted the 2007 Comprehensive Plan for the Highland Redevelopment Area on March 14, 2007; and

WHEREAS, the Commission has prepared, developed and approved the Supplement to the Highland Municipal Code, Section 214.180: RD-Redevelopment District (Architectural and Design Standards and Guidelines for the Redevelopment Area); and

WHEREAS, the Commission from time to time may develop a program to improve the downtown; and

WHEREAS, the Commission through its 2015 budget approved the Façade Improvement Grant Program which is intended to provide financial assistance for significant exterior building façade improvement in the Highland Downtown Redevelopment Area; and

WHEREAS, the goal of the program is to attract retail growth, additional business traffic, and catalyze investment through improved aesthetics; and

WHEREAS, Ms. Elaine Stasinos has applied for a grant totaling \$45,960.00, of which \$4,450 will be supplied by Ms. Stasinos' insurance, and not to exceed 30% or \$12,453.00 of the remaining project amount of \$41,510.00, will be reimbursed to Ms. Elaine Stasinos upon completion of the work with approved receipts. All property taxes must be paid and up to date and there shall be no liens against the property;

NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission as follows:

1. That the Commission finds and determines that it will be of public utility and benefit to approve the application by Ms. Elaine Stasinos for a Façade Improvement Grant for properties located at 2813 Highway Avenue.
2. That the Commission will provide up to and not to exceed reimbursement of \$12,453.00, based upon a total project cost of \$45,450.00 minus \$4,450.00 of insurance costs for a total of \$41,510.00.
3. That all reimbursements will be made upon delivery to the Commission of approved receipts of work performed, and that all property taxes are paid and up to date and no liens have been filed on the property.
4. That this Resolution shall be in full force and effect after its adoption by the Commission.

**ADOPTED AND APPROVED** at a meeting of the Highland Redevelopment Commission held on the 8th day of April, 2015.

Highland Redevelopment Commission  
By: Dominic M. Noce  
Dominic Noce, President

Attest:  
By: Jim Kessler  
Jim Kessler, Secretary

Highland Main Street  
FAÇADE GRANT PROGRAM APPLICATION

Applicant Name ELAINE STASINOS  
Mailing Address 955 KILLARNEY DR. DYER, IN 46311  
Business Name LINCOLN'S O  
Business Owner ELAINE STASINOS  
Business Owner Address 955 KILLARNEY DR. DYER, IN 46311  
Property Address 2813 HIGHWAY AVE  
Phone Number 219-923-4144  
Email \_\_\_\_\_  
Fax Number \_\_\_\_\_  
Estimated Start Date MAY Completion Date JUNE  
Total Cost of Project \$ 41,510.00 (\$45,960.00 - \$4,450.00 IN INSURANCE PMT.)  
Owner Cost \$ 29,057.00  
Highland Main Street Façade Grant Program \$ 12,453.00

- Please attach the following supporting documents:
- Appendix 1. Project description, including architectural renderings, where applicable. Paint color samples, where applicable.
  - Appendix 2. Photos of existing building and close-up photos of areas to be improved.
  - Appendix 3. Professional cost estimates from contractors, architects, and tradesmen. Be sure to include cost estimates for both the materials and labor. One alternate estimate must be provided for comparison.
  - Appendix 4. Written permission of building owner, if the applicant is not the owner.

Complete and return to: Cecile Petro - Redevelopment Director, Highland Main Street Committee 3333 Ridge Road, Highland IN 46322. Please call 219-972-7588 or email cpetro@highland.in.gov for questions.

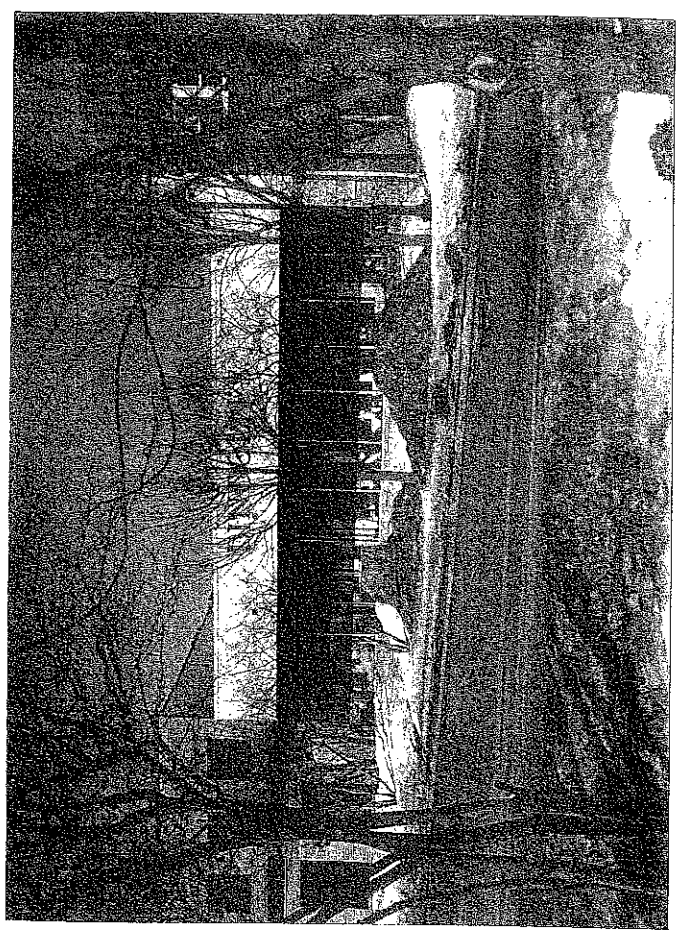
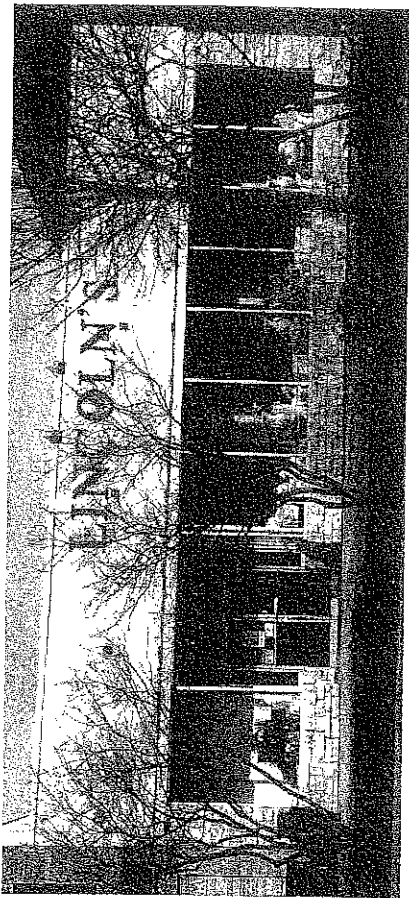


December 1, 2014  
Lincoln's  
2813 Highway Avenue  
Highland, IN 46322  
Business: (219) 923-4144  
Elaine Stasinos: (219) 865-2652  
Cell: (708) 828-3123

ESTIMATE

- Tear out existing lights
- Remove sign and save for reinstall
- Remove all materials to get back to original brick
- Install wire mesh over original brick, complete front
- Install thin Veneer Limestone 2", 5" and 8" Rock Face, complete front
- Install Limestone sills under windows
- Clean Limestone
- Install Metal Coping on top of Parapet Wall
- Install Awning across front of building 47 LF wide with 5" projection and 2' drop, black
- Paint existing sign
- Install existing sign
- Install (3) light fixtures above sign
- Clean Up and Remove Debris

TOTAL JOB COST: \$45,960.00



**IMPACT** LLC  
 Home Improvements  
 P.O. Box 386 • Schererville, IN 46375  
 (219) 663-6606

**BBB**  
 MEMBER  
 Serving  
 NW Indiana

0643  
 PROPOSAL

PROPOSAL NO.	
SHEET NO.	
DATE	12-12-14

PROPOSAL SUBMITTED TO:

NAME	W. M. ...
ADDRESS	2913 HIGHWAY AVENUE
CITY, STATE	HIGHLAND, IN
PHONE NO.	219-923-4144

WORK TO BE PERFORMED AT:

ADDRESS	SAFE
CITY, STATE	
DATE OF PLANS	
ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of

TEAR OUT EXTERIOR LIGHTS AND SIGN "SAFE SIGN"  
 TEAR OUT ALL FAÇADE DOWN TO ORIGINAL BRICK  
 APPLY WIRE MESH TO BRICK  
 APPLY LIMESTONE VENEER TO FRONT, VARIOUS  
 PAINT AND INSTALL OLD SIGN  
 INSTALL LIGHTING ABOVE SIGN  
 WASH LIMESTONE  
 INSTALL LIMESTONE SYLLS  
 INSTALL COPING ON PARAPET WALL  
 INSTALL AWNING 47" BLACK

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of **Forty Three Thousand Four Hundred** Dollars (\$ 43,400.00 ) with payments to be made as follows

Respectfully submitted, *Spina Miller*  
 For \_\_\_\_\_  
 Note - This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days

ACCEPTANCE OF PROPOSAL  
 The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature \_\_\_\_\_  
 Date \_\_\_\_\_ Signature \_\_\_\_\_