

Topics Tentatively Scheduled for Study Session Discussion  
and  
Topics Requested for Action at Future Business Meetings of the  
Twenty-Ninth Town Council of Highland

This meeting will be convened as a Hybrid in person and electronic meeting.

Topic: Town of Highland, IN - Town Council Study Session  
Time: May 16, 2022 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87820063500?pwd=dk5KNTRJY3JSK3ZIRkF0OUhnaWh4Zz09>

Meeting ID: 878 2006 3500

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*This meeting contributes to Agenda building for the plenary meeting. Please, also be aware of the running enrolled list of matters that are likely for the plenary meeting, subject to review by the municipal executive. By practice and local ordinance, study sessions are distinguished from plenary (regular business) meetings of the Town Council "as they shall be conducted with less formality and with no votes or final actions of a dispositive nature unless provided otherwise by proper notice, pursuant to IC [5-14-1.5](#) et seq." (Confer HMC Section 2.05.130(3))*

**X. Discussion: Presentation by Dan Botich, Associate & Sr. Economic Professional for Short Elliott Hendrickson (The IT Director will load the power point presentation)**

Presentation #1: Economic Revitalization Area Assessed Valuation Deductions (Tax Abatement) Monitoring Report for FY 2021 (ending December 31, 2021).

The Highland Redevelopment Commission annually prepares this Report for presentation to the Highland Town Council. The Report is intended to provide a 10-year (Pay 2012 to Pay 2021) historical overview of current Tax Abatements as approved by the Town Council as the "Designating Body" pursuant to I.C. 6-1.1-12. The Report identifies each Tax Abatement (whether real or personal), its historical ERA AV deductions applied, tax savings and includes the accumulated tax rate and tax levy impacts to the Town of Highland for Tax Unit 026.

Presentation #2: FY 2021 Annual Report to Overlapping Taxing Units (ending December 31, 2021).

The Highland Redevelopment Commission annually prepares this Report for presentation to the Town's (Tax Unit 026) overlapping taxing units who have territory within designated allocation areas to the Highland Redevelopment District pursuant to I.C. 36-7-25-8. The formal report was presented during the Redevelopment Commission's Regular Meeting of May 9, 2022. The Report must include the following: (i) the Commission budget with respect to allocated tax increment; (ii) Long-term plans for allocation area economic development capital projects and programs; and (iii) tax rate and tax levy impacts to the Town of Highland for Tax Unit 026 as result of captured assessment of designated allocation areas.

**X. Discussion: Consideration of a Special Event with Alcohol Permit**

(SEAP): This is in anticipation of the Park and Recreation Board approving the permits for the beer garden as part of the Park Department's 75<sup>th</sup> Anniversary to be held on June 18<sup>th</sup> and CEC Commission's beer garden as part of the Independence Day Festival to be held from June 30<sup>th</sup> to July 4<sup>th</sup>. The Park and Recreation Board is taking up these matters at their May 19, 2022 meeting, pursuant to Section 11.10.225 of the Highland Municipal Code. *(The Community Events Commission required the permit to support the beer garden as part of the Independence Day Festival. This being the first regular meeting of the Town Council following the receipt of the action of the Park and Recreation Board, the Town Council must consider the permit, pursuant to HMC Section 11.10.225(F)(4))*

## Employee Handbook: Bridging of Service

- X. Discussion: Meeting cancellation.** Action regarding cancellation of Town Council Study Session meeting of Monday, May 30, 2022 owing to Memorial Day Holiday, all pursuant to Section 2.05.130(D) of the Highland Municipal Code. In addition, May 30<sup>th</sup>, would have been the 5<sup>th</sup> Monday of the month.
- X. Discussion: Reconsidering Ordinance No. 1764-1760-x** (authorizing modification to the Law Enforcement Certification and Experience Certified/Lateral Hire Positions in the Police Department. The Police Department are processing two (2) applicants, who are certified in Law Enforcement and currently employed by other departments and the Metropolitan Police Chief requests the Council to reconsider modifying the Lateral Hire Ordinance so he can advise the officers their class and rate of pay.
- X. Discussion: Meeting cancellation.** Action regarding cancellation of Town Council Study Session meeting of Monday, May 30, 2022 owing to Memorial Day Holiday, all pursuant to Section 2.05.130(D) of the Highland Municipal Code. In addition, May 30<sup>th</sup>, would have been the 5<sup>th</sup> Monday of the month.
- X. Discussion: Appropriating the \$10,000 from the Jumpstart Program.** The Redevelopment Director attained a \$20,000 grant from Event Jumpstart Grant Program. The \$20,000 was to be divided evenly between the Park Department and Police Department. The Council will need to re-appropriate the money for the Police Department to be able to spend. If the consensus is favorable action from the Council, the action at May 23<sup>rd</sup> meeting is to instruct the proper officer to advertise for a public hearing to consider the Additional Appropriation.
- X. Discussion: Modifying the Contract with the Beer Vendor.** The contract is still being worked out but I wanted to make the Council aware. Some of the changes are: higher % for the Town; the vendor is not responsible for the Porta Potties; method of payment to be that of the amusement rides vendor, that each night each party receives their % of the gross. Last year the beer vendor didn't receive payment till almost 60 days after the event; the rewording of Section 2. (a) Supply all required alcoholic beverages to be consumed at the festival (beer, wine, cider, etc). No alcoholic beverages other than beer, wine, seltzer, malt

beverages, and cider will be sold. We would like it to read: No alcoholic beverages other than beer, wine seltzer, malt beverages, cider, water and ready to drink beverages will be sold.

#### **X. Discussion: Modifying the 2022 Salary Ordinance No. 1764-1760.**

The Build and Inspection Commissioner is requesting the Council to modify Section 8, Building and Inspection Department, subsection C Associate Employees and Staff by increasing the Incumbent Rate of the Inspection Clerk. If the consensus is favorable action from the Council, the action at May 23<sup>rd</sup> meeting is to instruct the proper officer to advertise for a public hearing to consider the Additional Appropriation.

##### **• Plenary Business Meeting of Monday May 23, 2022 Likely matters**

- Minutes of the Meeting of Monday, May 9, 2022.
- Meeting Cancellation
- To consider the SEAP for the Park Department and the CEC Commission
- Instructing the proper officer to advertise
- Modifying the Beer Vendor Contract
- Accounts payable vouchers Docket
- Payroll Docket for the payday of \_\_\_\_\_, 2022 in the amount \$ \_\_\_\_\_