



TOWN OF
DANVILLE

Danville Redevelopment Commission
September 13, 2023
5:30 PM

AGENDA

- I. **Call to Order**
 - **Pledge of Allegiance**
 - **Establish Quorum**
 - **Approve Minutes**
- II. **Old Business: None**
- III. **New Business:**
 - **Electronic Meeting Policy**
- IV. **Items for Discussion:**
 - **195 East Main Street – Update**
 - **Report to Overlapping Taxing Units the Plan for Allocation Areas per IC 36-7-25-8**
- V. **Report of Officers, Committees and Staff**
- VI. **Adjourn**

Next Meeting:

October 11, 2023

DANVILLE REDEVELOPMENT COMMISSION MINUTES

June 14th, 2023

5:30 PM

Members Present: Ben Comer, Tracey Shafer, Greg Vanlaere, Brad Legan, David Glover
Members Absent: Ellen Wilborn
Staff Present: Lesa Ternet, Tasha Hensley
Guests: Michael Cupp

A quorum was established, and the meeting was called to order by B. Comer.

G. Vanlaere made a motion to approve the May 10th, 2023, minutes. D. Glover seconded the motion. Motion carried 4-0.

Old Business: None

New Business:

- **RDC Key Dates and Annual Requirements- June 15: Redevelopment Commission Determination of Excess Incremental Assessed Value Pass-Through for the Upcoming Year.**

L. Ternet wanted to ensure the commission received a signed copy of the letter and to let them know that the letter has been sent out. T. Shafer asked to discuss how the determination for the pass-through is made. L. Ternet stated that legal counsel stated that there is a requirement that the RDC should hold a public meeting to go over the budget and look at future projects. L. Ternet stated she felt August would be an appropriate time for that meeting. T. Shafer stated it may be better to wait until the budget has been prepared for 2024.

- **195 East Main Street – Quotes for Demolition of Structure**

L. Ternet provided 2 quotes for the demolition of the property at 195 East Main Street. It was discussed there is one (1) current lease that is on a month-to-month basis. G. Vanlaere asked if this demo would affect traffic. L. Ternet stated access to the site would come off of Marion Street and through the vacant lot to the west and should not impact traffic. B. Comer stated that after proper notice was given to the tenant this project should start in the fall. L. Ternet stated that one of the contractors said this demo would take about a week to complete. D. Glover made a motion to proceed with Swanson for demo. B. Comer seconded the motion. Motion carried 4-0

Items for Discussion:

- **Wastewater Extension – County Road 75 South and County Road 150 East**

B. Comer stated that he and L. Ternet met with Banning Engineering and it was determined that there is an existing 10” sewer line that needs to be upgraded to a 21” sewer line. B. Comer stated that the Commission can create a new Economic Development Area (EDA) and TIFF part of it to generate the funds needed, and contribute towards widening the roadway at 200 E. B. Comer stated that if the commission decides to go this route, they would need to pitch the idea to the Town Council to ensure they are onboard with this project. L. Ternet stated that there could also be grant opportunities.

Report of Officers, Committees, and Staff:

B. Comer stated that the Chamber is putting together an Economic Development Committee and invited him to chair the committee. The committee decided B. Comer should be added to that committee.

M. Cupp made a public comment stating he is excited about the alleyway project and stated that he is working towards getting the back of The Garage looking better.

There being no further business, the meeting was adjourned at 6:00 PM.

Ben Comer, President

Ellen Wilborn, Secretary

DANVILLE REDEVELOPMENT COMMISSION MINUTES
August 22nd, 2023
5:30 PM

Members Present: Ben Comer, Tracey Shafer, Greg Vanlaere, Ellen Wilborn, Brad Legan
Members Absent: David Glover
Staff Present: Lesa Ternet, Tasha Hensley
Guests: None

A quorum was established, and the meeting was called to order by B. Comer.

Old Business: None

New Business: 2024 Budget Request

B. Comer stated that the commission needed to determine a budget request to take to the Town Council. Last year the commission asked for \$60,000 and was granted \$40,000. G. Vanlaere suggested asking for an increase with the goal of eventually having legal representation. B. Comer also suggested an increase to help offset costs to run sewer for economic growth.

G. Vanlaere made a motion to request \$50,000. E. Wilborn seconded the motion. After discussion of the motion, G. VanLaere amended his motion to request \$60,000 to cover possible increases for legal fees and future Economic Development projects. E. Wilborn seconded the motion. Motion carried 4-0.

Items for Discussion: None

Report of Officers, Committees, and Staff: None

There being no further business, the meeting was adjourned at 5:39 PM

Ben Comer, President

Ellen Wilborn, Secretary

REDEVELOPMENT COMMISSION BRIEFING September 13, 2023

Electronic Meeting Policy

Included in this packet is the electronic meeting policy that was drafted for the RDC but never approved or signed. This will require a vote of acceptance and signature.

195 East Main Street

This item is on the agenda to update you on the status of the vacancy at the above location.

Meeting of the Redevelopment Commission for Presentation of Information to Overlapping Taxing Units

This is an item that was discussed previously regarding the long-term plan for each allocation area to the overlapping taxing units as required by IC 36-7-25-8. There was a discussion to hold a meeting in September or October.

Danville Redevelopment Commission Electronic Meeting Policy

Members of a Redevelopment Commission or a Board of Directors of a Redevelopment Authority are permitted to participate in a meeting by electronic means under specified conditions, including the following:

A member may participate in a Meeting by any electronic means of communication that 1) allows all participating members to simultaneously communicate with each other, and 2) other than a Meeting that is an executive session, allows the public to simultaneously attend and observe the Meeting.

A member who participates in a Meeting by an electronic means of communication shall be considered present for the purposes of establishing a quorum and may participate in any final action taken at the Meeting only if the member can be seen and heard.

A technological failure does not prevent the Redevelopment Commission from conducting a Meeting or affect the validity of actions taken if the sum of the members physically present at the Meeting and the members participating by electronic communication without technological failure satisfy the quorum and (if final action is taken) the applicable voting requirements.

All votes taken during a Meeting conducted under the Electronic Meeting Policy must be taken by roll call vote.

At least 50% of the members must be physically present at each Meeting.

A member may not attend more than four (4) Redevelopment Commission Meetings in a calendar year by means of electronic communication unless such participation is due to military service, illness or other medical condition, death of a relative, or an emergency involving actual or threatened injury to persons or property.

A member may attend two consecutive Meetings by electronic communication and shall physically attend at least one Meeting between each set of two Meetings that he or she attends by electronic communication unless the absence is due to military service, illness, or other medical condition, death of a relative, or an emergency involving actual or threatened injury to persons or property.

A member who plans to attend a Meeting by any electronic means of communication must notify the Redevelopment Commission President at least seven (7) days before the Meeting so that arrangements may be made for such participation.

Ben Comer, President

Ellen Wilborn, Secretary

June 15: Redevelopment Commission Determination of Excess Incremental Assessed Value Pass-Through for the Upcoming Year (cont'd)

- o The Commission may not authorize the pass-through assessed value to the overlapping taxing units if doing so would endanger the ability to make bond payments.
- o If the amount of captured assessed value determined by the Commission is expected to generate more than 200% of the amount necessary to make debt service payments and the amount necessary for "other purposes", then the Commission must submit its determination to the legislative body of the unit. The legislative body of the unit may then approve or modify the Commission's determination of captured and pass-through assessed value.
- o The County Auditor is required to allocate the passed-through assessed value to the overlapping taxing units as determined by the Commission.

Prior to the certification of assessed values (August 1): Neutralization of Base Assessed Values for the Upcoming Year

- As a part of the process of certifying assessed values, the County Auditor must, for each allocation area, complete the form prescribed by the DLGF to neutralize the effects of the reassessment or trending of real property in the area on the tax increment revenues allocated to the Commission under IC 36-7-14-39(h) and IC 6-1.1-17-1.
 - o The adjustments:
 - May not include the effect of phasing in assessed value due to property tax abatements
 - Assessed value increases attributable to the application of an abatement schedule may not be included in the base assessed value of an allocation area
 - May not produce less property tax proceeds allocable to the Commission than would otherwise have been received if the reassessment or trending had not occurred
 - May decrease the base assessed value only to the extent that assessed values in the allocation area have been decreased due to the reassessment or trending
 - Should include the assessed value of residential parcels that are not eligible to be captured for tax increment financing purposes in the base calculation.

Required Annually: Meeting of the Redevelopment Commission for presentation of information to overlapping taxing units

- Pursuant to IC 36-7-25-8, a Commission must annually hold a meeting during which the following information items are presented to the taxing units that overlap each of the allocation areas administered by the Commission:
 - o The Commission's budget for tax increment revenues collected within each allocation area.
 - o The long-term plan for each allocation area.
 - o The impact of each allocation area on the overlapping taxing units.
- IC 36-7-25-8(b) allows for the governing body of a taxing unit that overlaps with an allocation area to request that a member of the Commission appear before the governing body of the taxing unit at a public meeting of that governing body.