



## **REGULAR MEETING OF THE ZIONSVILLE REDEVELOPMENT COMMISSION**

**Monday, July 27, 2020  
6:30 p.m. (Local Time)  
Electronic Meeting**

**THIS PUBLIC MEETING WILL BE CONDUCTED PURSUANT TO GOVERNOR ERIC J. HOLCOMB'S EXECUTIVE ORDERS 20-02, 20-04, 20-08, AND 20-26, AND GOVERNOR HOLCOMB'S EXERCISE OF HIS POWERS UNDER INDIANA'S EMERGENCY MANAGEMENT AND DISASTER LAW, IND. CODE 10-14-3, *et seq.* ADDITIONAL INFORMATION REGARDING THE MEETING IS PROVIDED IN THE ANNEX PUBLISHED WITH THIS AGENDA.**

Please click the link below to join the webinar:  
<https://us02web.zoom.us/j/89994723115>

### **AGENDA**

1. Call to Order
2. Recognition of Attendees who request to be noted.
3. Reports
4. Old Business
  - A. Approval and Adoption of Minutes: June 22, 2020, Regular Meeting (Conducted Electronically)
5. New Business
  - A. Opening of all submitted bids for the Public Offering Process of certain RDC-owned parcels in the Creekside Corporate Park Development
  - B. Community Development Corporation Recommendation for Grant:
    1. Lesley Jane, Inc., 150 S. Main Street
6. Other Business
7. Adjourn

**NEXT REGULAR MEETING:**

**RDC – Monday, August 24, 2020 at 6:30 p.m.**

## ANNEX TO THE AGENDA FOR THE JULY 27, 2020, REGULAR MEETING OF THE ZIONSVILLE REDEVELOPMENT COMMISSION

In his Executive Orders 20-02, 20-04, 20-08, and 20-26 (collectively, the “**Executive Orders**”), Governor Eric J. Holcomb has ordered all political subdivisions of the State of Indiana to limit public gatherings and to implement the Centers for Disease Control and Prevention’s and the Indiana State Department of Health’s recommended virus mitigation strategies. The Executive Orders suspend certain requirements for Essential Governmental Functions that facilitate Essential Infrastructure with respect to public meetings and open door laws, including suspending physical participation requirements by members of public agency governing bodies and permitting public attendance through electronic means of communications. As a political subdivision of the State of Indiana, the Zionsville Redevelopment Commission (the “RDC”) must comply with the Executive Orders throughout the duration of the COVID-19 Public Health Emergency. According, all public meetings of the RDC shall be conducted in the following manner until the end of the COVID-19 Public Health Emergency:

1. Members of the public shall have the right to attend RDC Public Meetings via the following forms of electronic communication:

When: Monday, July 27, 2020 06:30 PM Eastern Time (US and Canada)

Topic: Zionsville RDC Meeting

Join Zoom Meeting: <https://us02web.zoom.us/j/89994723115>

Webinar ID: 899 9472 3115

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 646 558 8656; +1 301 715 8592; +1 312 626 6799; +1 669 900 9128;  
+1 253 215 8782; +1 346 248 7799

2. Members of the public shall have the option of recording their attendance at the RDC Public Meetings via electronic roll call at the start of the meeting or via e-mail at [rkilmer@zionsville-in.gov](mailto:rkilmer@zionsville-in.gov).
3. If a member of the public would like to attend a RDC Public Meeting, but cannot utilize any of the access methods described above, please contact Roger Kilmer at 317-690-6539 or at [rkilmer@zionsville.gov](mailto:rkilmer@zionsville.gov) for assistance.
4. The RDC will continually revisit and refine the procedures in this Annex to address public accessibility to RDC Public Meetings during the COVID-19 Public Health Emergency.
5. If a member of the public requires assistance connecting to the RDC Public meeting, please contact Roger Kilmer at 317-690-6539 or at [rkilmer@zionsville-in.gov](mailto:rkilmer@zionsville-in.gov)



## MEMORANDUM

**TO:** Zionsville Redevelopment Commission  
**FROM:** Wayne DeLong, AICP, CPM Director of Planning & Economic Development  
**RE:** July 27, 2020 Redevelopment Commission Regular Meeting

Below is an update on Redevelopment / TIF District Properties and Projects:

### Zionsville 106<sup>th</sup> Street TIF

**AES Restaurants, 10440 Bennett Parkway:** A Development Plan Approval from the Plan Commission for a 12,000± square foot office building was approved on July 20, 2020. This will be the corporate headquarters for AES Restaurants and would include office and meeting rooms on the ground floor, with storage space in the walk-out lower level. Petitioner has indicated construction is to start around October 1, 2020.

**Zionsville Medical Office Building (MOB); 10649 Bennett Parkway:** A Commercial Tenant Finish Permit was issued on May 15, 2020. Project is under construction.

**Aria Apartments; 11005 Octave Drive:** A permit for the pool maintenance building was issued on April 30, 2020.

**Black Acre Brewing Company, 98 S. Main St.:** A Commercial Remodel Permit was issued on April 24, 2020.

**106<sup>th</sup> & Bennett, 10650 Bennett Parkway:** A Temporary Certificate of Occupancy was issued on June 18, 2020.

**Hotel Tango; 10615 Zionsville Road:** A Commercial Remodel Permit was issued on July 9, 2020.

**TriCo Addition; 7236 Mayflower Park Drive:** A Commercial Remodel permit was issued on April 6, 2020, for an office addition/remodel.

**Michael Cole; 30 N. Main Street:** A Commercial Remodel permit issued to Tom Simmons (contractor) on March 27, 2020, for this address.

**Iron Will Real Estate Holdings; 10960 Bennett Parkway:** A Commercial Remodel permit was issued on January 27, 2020.

### CR 300 S & US 421 TIF

**Appaloosa Crossing:** An earthwork pre-construction meeting was held on July 20, 2020, and a grading permit will be issued upon the Town receiving the required bonds from the Petitioner.

### Projects

**Creekside Corporate Park (RDC):** The following tasks are underway:

- Marketing of property & Review of Purchase Agreements and Letters of Intent
- Stormwater mitigation project (CBBEL)

**Creekside Corporate Park (CDC):** The following tasks are underway:

- Seasonal maintenance, selective tree removal due to disease and damage

CC: Emily Styron, Mayor  
Julie Johns-Cole, Deputy Mayor



**ZIONSVILLE REDEVELOPMENT COMMISSION  
REGULAR MEETING MEMORANDA  
FOR**

Monday, June 22, 2020 at 6:30 pm  
Via Video Conference

**THIS PUBLIC MEETING WAS CONDUCTED PURSUANT TO GOVERNOR ERIC J. HOLCOMB'S EXECUTIVE ORDERS 20-02, 20-04, 20-08 AND 20-26, AND GOVERNOR HOLCOMB'S EXERCISE OF HIS POWERS UNDER INDIANA'S EMERGENCY MANAGEMENT AND DISASTER LAW, INDIANA CODE 10-14-3, *et seq.***

Members Present via ZOOM Webinar (audio and video): Sanjay Patel, President; Kent Esra; Colleen Hittle; Cindy Madrick; Kate Swanson; and Mike Shafer. Also Present: Brian Crist, Legal Counsel, and Wayne DeLong, AICP, CPM Director of Planning & Economic Development.

General Public recognized as attending: Sally Zelonis and John Tousley

1. Call to Order: Sanjay Patel called the meeting to order at 6:32 pm.
2. Reports
  - A. TIF Report: Wayne DeLong reviewed current TIF activity and project updates.
3. Old Business
  - A. Approval and Adoption of Minutes: May 26, 2020, Regular Meeting (Conducted Electronically) and the June 4, 2020, Special Meeting (Conducted Electronically).

Mr. Patel noted that Kent Esra needed to be added to the list of Members Present in both sets of Minutes.

Motion: Colleen Hittle made a motion (seconded by Kent Esra) to approve the adoption of the Minutes for May 26, 2020, Regular Meeting.

Roll Call Vote:

Kent Esra -Y

Colleen Hittle -Y

Cindy Madrick-Y

Kate Swanson-Y

Sanjay Patel-Y

The motion was unanimously approved by a roll call vote of those members present.

Motion: Kent Esra made a motion (seconded by Colleen Hittle) to approve the adoption of the Minutes for June 4, 2020, Special Meeting.

Roll Call Vote:

Kent Esra -Y

Colleen Hittle -Y

Cindy Madrick-Y

Kate Swanson-Y

Sanjay Patel-Y

The motion was unanimously approved by a roll call vote of those members present.

- B. Update on the Public Offering Process of certain RDC-owned parcels in the Creekside Corporate Park Development:

Mr. DeLong provided a brief summary of process and confirmed that the required legal notices for the Public Offering Process had been published in the newspapers. Brian Crist stated that all of the documents related to the Public Offering Process have been posted on the Town's website and all submitted bids will be opened at the July 27, 2020, Regular Meeting of the Redevelopment Commission.

4. New Business

- A. Annual Notification to Taxing Units of Anticipated 2021 Excess TIF Revenue Distribution

Mr. DeLong confirmed that the required Notification to Taxing Units was distributed and filed with the State as required on June 15, 2020. The Notification stated that no excess TIF Revenues are anticipated to be distributed for the 2021 Budgets. A presentation to the Redevelopment Commission of the status of the TIF revenues is expected in an upcoming regular meeting.

5. Other Business

- A. Appaloosa Crossing - Residential Component: Mr. Shafer stated that he is working to coordinate a meeting with Matt Price to discuss the residential component of the project and the impact of applying the TIF process to these residences. Mr. Patel offered to join Mr. Shafer in that meeting with Mr. Price.
- B. The Redevelopment Commission asked for an update on the status of the negotiations for the sale of the Creekside Corporate Park lots to RLL Racing and William Tres Development.
1. RLL Racing: Mr. Crist stated the Term Sheet has been circulated to all parties and he is moving forward in drafting a Development Agreement.
  2. William Tres Development: Mr. Crist stated the Term Sheet has been executed, but there are no other updates at this time.

Meeting Adjourned (6:50 pm)

Respectfully Submitted,

Kate Swanson, Secretary

The next regular meeting of the Redevelopment Commission is scheduled for Monday, July 27, 2020, at 6:30 pm.



## MEMORANDUM

**TO:** Zionsville Redevelopment Commission  
**FROM:** Wayne DeLong, AICP, CPM Director of Planning & Economic Development  
**RE:** Community Development Corporation - Grant Recommendation  
**DATE:** July 27, 2020

As the determiner of grants which utilize TIF Funds, the following information is provided to the Redevelopment Commission for consideration in relation to the requested grant.

**Applicant:** Lesley Jane, Inc. (Lesley Hunt - Owner)  
150 S. Main Street  
Zionsville, IN 46077

**Request:** \$10,000.00

**Review Process:** A quorum of the Community Development Corporation (“CDC”) reviewed the attached Assistance Inquiry Form, with related narrative, and met with the Applicant, Lesley Hunt, on July 23, 2020, to discuss the grant request. The Applicant presented their information and their basis for the requested grant. The CDC Members presented questions to the Applicant to gain a thorough understanding of the need for the grant and to identify the anticipated purposes for which the grant would be used. The Applicant stated that the grant would be primarily utilized to update and upgrade the business’s website allowing them to process on-line orders, utilize gift cards, and to allow their various existing software packages to work in concert together.

**Recommendation:** The CDC voted unanimously to recommend the requested amount of \$10,000.00 be granted to the Applicant. It was also recommended that the Applicant provide receipt(s) of expenses related to the update and upgrade of the business’s website.

**CC:** Emily Styron, Mayor  
Julie Johns-Cole, Deputy Mayor



**Community Development Corporation**

Assistance Inquiry Form

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Contact's Phone Number & email: \_\_\_\_\_

Requested Assistance Amount: \$ \_\_\_\_\_

In the following table, please list all other County, State, and/or Federal programs to which the business has applied for Covid-related financial assistance:

Program	Date of Application	Amount of Request	Current Status: Granted, Denied, Pending, Other

Please provide a brief description of the reason for the requested assistance and how the monies would be utilized (Provide additional pages as needed.):

This form and any additional materials you choose to submit should be emailed to [communitydevelopment@zionsville-in.gov](mailto:communitydevelopment@zionsville-in.gov) or mailed to:

Community Development Corporation  
 Attn: Wayne DeLong  
 10855 Creek Way  
 Zionsville, IN 46077

### **A little bit of history:**

I have operated a business on Main Street, Zionsville since 2004. The first five years, I operated as Captain Logan and sold gifts, upcycled antiques and home décor. In 2009 I incorporated as Lesley Jane, Inc. and began selling women's clothing and accessories.

50% of **overall** store sales in First Quarter (by department) are Prom Dresses.

### **2020 Year to date:**

January 1 – March 1

\*Store sales figures (all departments) indicated a 77% **increase** over same store sales 2020 vs 2019.

\*Prom dress sales indicated an 81% **increase** over same time period 2020 vs 2019.

March 1 – June 30

\* Prom dress sales significantly dropped off in March, when it became apparent that schools were possibly cancelling Proms. When the Governor shut down all essential businesses on or about March 25, I was tracking **20% behind same month 2019 Prom dress sales**, rather than maintaining the significant increase I had going into the month.

\*During the shutdown in April, I promoted online sales, free delivery and curbside pickup. Sales were down 77% compared to same month 2019.

\*During any other year, Prom dresses sell through May. But May 2020, I was dealing with customers returning or trying to return Prom dresses due to Prom cancellations, rather than selling dresses.

\*May sales were down 55% compared to 2019 same month.

\*June sales were down 20% compared to 2019 same month.

\*January 1 – June 30 total store sales are now showing a 32% decrease 2020 vs 2019

I currently have approximately \$10,000 (at retail) in Prom Dress stock. I am looking for outlets to sell, but even if I'm successful, it would be at a fraction of wholesale cost.

I took the Governor's safety guidelines very seriously. I removed all clothing stands in the center of the store (a 182 square foot area) to make sure that the 6 ft. social distancing safety protocols were met. This cost valuable merchandising floor space.

If approved for a grant, the money will be used to (1) help cover losses for unsold Prom dress stock (2) help cover costs of seasonal stock and (3) fund marketing efforts to increase online and instore sales.

# Community Development Corporation (“CDC”) Incentive Process Flow Chart

