



**ZIONSVILLE REDEVELOPMENT COMMISSION (“ZRDC”)
REGULAR MEETING MEMORANDA
FOR**

Monday, January 27, 2023 at 6:30 PM
In-person and Video Conference Meeting

Members Present:

(In-Person) Sanjay Patel – President, Jaclyn Spillane – Vice President, Dave Ober – Secretary, Kent Esra, & Katie Aeschliman (ZCS Representative)

(Via Zoom) None

(Absent) None

Also Present:

(In-Person) Brian Crist – Legal Counsel of Ice Miller, Owen Young – Economic Development Manager, Michael Dale – Director of Community and Economic Development, Corrie Sharp – Economic Development Consultant

(Via Zoom) None

1. Call to Order: Sanjay Patel called the meeting to order (@ 6:31 PM; [YouTube 00:02:30](#))
2. Recognition of Attendees who request to be noted: None
3. ([YouTube 00:03:10](#)) Election of Members to Offices (President, Vice President, Secretary)

President. A motion is made and opened the floor for discussion. Kent Esra brought the discussion of changing up the RDC’s leadership.

Motion: David Ober made a motion (Seconded by Kent Esra) to: Nominate Kent Esra as President of the Redevelopment Commission for 2023.

The motion failed 2:3

Motion: Jaclyn Spillane made a motion (Seconded by Amanda Rubeck) to nominate Sanjay Patel as President of the Redevelopment Commission for 2023.

The motion passed 3:2.

Vice President. Sanjay Patel nominated Jaclyn Spillane as vice president.

Motion: Sanjay Patel made a motion (Seconded by Amanda Rubeck) to nominate Jaclyn Spillane as Vice President of the Redevelopment Commission for 2023.

The motion passed 3:0.

Secretary. Sanjay Patel nominated David Ober as Secretary.

Motion: Sanjay Patel made a motion (Seconded by Jaclyn Spillane) to: Nominate David Ober as VSecretary of the Redevelopment Commission for 2023.

The motion passed unanimously 5:0.

4. Reports

A. ([YouTube 00:08:20](#)) Director's Report & RDC 101:

Corrie Sharp presents her director's report and an overview of the roles and responsibilities of the RDC members. The RDC has two primary purposes, planning and development. The RDC has the scope to work throughout Zionsville, but also can focus their attention on Economic Development Areas designated by the Commission. Corrie is currently hired by the Mayor but if her contract is approved at this meeting would directly serve the RDC. Other staff, Mike Dale, Owen Young, Cindy Poore, and Zach Lutz work alongside Corrie to support the RDC and the Town. There are 5 voting members appointed by the Mayor (3) and Town Council (2) with a non-voting member appointed by the Zionsville School Corporation.

Regular meetings are always public noticed, open to the public, and recorded. Executive sessions are different as they allow the RDC to meet in private. They are used to discuss collective bargaining, litigation, real estate transactions, etc. No actions can be taken at these meetings. They do still need to be noticed like any other meeting. Corrie desires to hold these more regularly prior to the regular meeting.

Ms. Sharp expresses all the various reports required of the RDC to offer information to the State of Indiana, Town, and Boone County. She also offers a summary of the powers available to the RDC to accomplish their goals for improving Zionsville such as acquisition of land, financial assistance, remediation of property, etc. Another role of the RDC is managing Tax Increment Financing within the Town. Corrie continues to elaborate on the responsibilities, processes, terminology, etc. related to the RDC's role in TIF. TIF has limited uses which can include infrastructure improvements, professional services, reimbursement of the Town of Zionsville.

B. ([YouTube 00:26:10](#)) 2023 Budget

Ms. Sharp introduces the proposed RDC budget for 2023. She gives an overview of TIF increment gathered, TIF debt services, anticipated real estate sale income, Town Council allocations, etc. She also expresses the TIF expenditures anticipated. They include bond payments; bond payments; etc. Some Commission members ask questions on the budget, some incentive agreements, etc.

Motion: David Ober made a motion (seconded by Amanda Rubeck) to add the 2023 Budget to the agenda.

The vote passes unanimously 5:0.

Motion: Amanda Rubeck makes a motion (seconded by David Ober) to approve the budget as presented and is seconded by David Ober.

The vote passes unanimously 5:0.

C. TIF Report:

No discussion. This report will continue to be produced, however will no longer be discussed in detail unless questions arise.

5. Old Business

A. ([YouTube 00:34:15](#)) Approval and Adoption of Minutes: [December 16, 2022, Special Meeting]

Sanjay Patel introduces the matter and opens for discussion.

Motion: Jaclyn Spillane made a motion (seconded by Amanda Rubeck) to: Approve the special meetings minutes from the December 16, 2022 special meeting.

The motion passed unanimously 5:0.

B. ([YouTube 00:34:55](#)) Small Business Microloan Program - Dissolution

Sanjay Patel introduces the agenda item. Brian Crist, Zach Lutz, and Amanda Rubeck speak on the topic. An initial allocation of \$200,000 was issued to this program from TIF funds to operate this program. Some microloans were granted one or more businesses failed and due to limited underwriting there was no way to get this money back.

Motion: Jaclyn Spillane made a motion (seconded by Amanda Rubeck) to: Dissolve the Zionsville Small Business Microloan Program and transfer the funds to the TIF Fund 490.

The motion passed unanimously 5:0.

6. New Business

A. ([YouTube 00:40:15](#)) Executive Director Contract

Corrie Sharp discusses her contract and recommended alterations to it. Upon approval of her contract with the RDC her contract with the Mayor would end. Proposed alterations include changing the contract timeline to one year; conflict of interest and disclosure agreement; include a statement that Ms. Sharp related to Town Council meeting attendance; and other administrative items.

Motion: Kent Esra made a motion (seconded by Amanda Rubeck) to: Approve the Executive Director Contract with the proposed amendments.

The motion passed unanimously 5:0.

B. ([YouTube 00:45:30](#)) Claims for Approval

Cindy Poore speaks to the claims in specific. Some of the claims listed are items to close out the 2022 year but moving forward they should all be 2023. There is a lease payment for the Town hall which is paid biannually. There were some additional clarification items.

Motion: David Ober made a motion (seconded by Amanda Rubeck) to: Approve the Claims as presented.

The motion passed unanimously 5:0.

7. Other Business:

8. ([YouTube 00:47:35](#)) Adjourn

Motion: Colleen Hittle made a motion to adjourn.

Meeting Adjourned at 10:18 am ([YouTube 00:47:54](#) meeting duration)

The next meeting of the Redevelopment Commission is scheduled for Monday, February 27, 2023, at 6:30 pm.