



WHITESTOWN REDEVELOPMENT COMMISSION

Regular Meeting
January 23, 2025
6:30PM
Meeting Minutes

1. OPENING THE MEETING

A. Call to Order – 6:54pm

Roll Call:

Mark Pascarella, President	Present
Adam Hess, Vice President	Present
Kevin Russell	Present
Todd Carlile	Present
Erick Moore	Absent
Jordon Clouser – non-voting member	Absent
Matt Doublestein – non-voting member	Present

B. Pledge of Allegiance

C. Election of Officers

Kevin Russell suggested a motion be made to move the election of officers after RDC roles and responsibilities overview.

Motion: Adam Hess made a motion to move the election of officers after item A in presentations, **Todd Carlile** seconded the motion. Motion **Passed** 4-0

- President - Kevin Russell nominated Mark Pascarella as President
- Vice President – Kevin Russell, nominated Adam Hess as Vice President
- Secretary – Kevin Russell nominated Todd Carlile as secretary.

Motion: Kevin Russell made a motion to nominate Mark Pascarella for President, Adam Hess for Vice President and Todd Carlile for secretary. **Todd Carlile** seconded the motion. Motion **Passed** 4-0.

2. PRESENTATIONS

A. Redevelopment Commission Roles and Responsibilities Overview

Steve Unger, RDC Attorney (Bose McKinney & Evans LLP) – summary of the RDC reporting requirements were presented to those in attendance. RDC is an economic development and redevelopment tool for the town and municipality. The RDC is considered a statutory board, the statute that is generally applied for the RDC is code 36-7-14, there are other statutes that do impact the RDC however code 36-7-14 is what mostly impacts RDC duties. RDC is subject to the open-door law as it is considered a public agency, and meetings must be in public unless an executive session is being held. There are 5 voting and non-voting members that are appointed by each of the school boards. Three members are needed to be in attendance for a quorum, however it would have to be a unanimous vote of those in attendance to take an action on an item. The job of the RDC is outlined in 36-7-14, 2.5, the purpose of RDC is in the assessment planning, replanning, remediation development and redevelopment of economic development for public and governmental functions benefiting the public health safety, morals and welfare to increase the well-being of The Town of Whitestown and the state as well as serve and protect along with increasing property values. Provided a summary of the statute of responsibilities as it is to investigate, study, survey and determine to the extent possible the areas within the town which would require redevelopment as well as promoting the use of land that best serves the interests of the town and the residents. The RDC can purchase and acquire land, same as the town. However, the town can only purchase property at the average of two appraisals, RDC can purchase land for more than the appraised amount as well as selling of the property for less than appraised amount. The RDC can repair, remediate and improve property as well as providing financial incentives. You will see when bonds are being issued RDC has the ability to pledge the backup tax if necessary. You will find the most significant tool to be through the RDC is the establishment and control of the economic development areas (EDA's) or known more and referred to as TIF districts. There is resolution process that must be done; the RDC would have to report to the Plan Commission and then the Town Council then return to the RDC for a public hearing to then adopt a confirmatory resolution. The RDC will start and end the process of creation, then the RDC will control the TIF districts and revenue from the TIF districts. The RDC will have the ability to pledge revenue from a TIF district to other bonds, town issues and lease financing. Tax abatement is not required to be presented to the RDC; however, the town has previously brought abatement requests to the RDC. The town views the RDC as an economic development body that reviews and approves economic development items, even if not required to be reviewed by the RDC.

Adam Hess – asked the new members if there are any questions about the TIF districts.

Kevin Russell – has a few questions on EDA's/TIF districts; asked for clarification if EDA's/TIF districts can overlap for different purposes.

Steve Unger, RDC Attorney (Bose McKinney & Evans LLP) – explained that there are different TIF districts that can be created and have different allocation areas within that TIF district. You can have a large TIF district but have an allocation area that is used for one project and then have a different allocation with it the same TIF district that would go towards another project. The town itself would not have two economic areas that would overlap. There could be an area for real property and capture separately personal property.

Kevin Russell – would like clarification on the open door, means you can vote or make a determination outside of a public meeting. It does not mean that you can't ask questions to other RDC board members and do so by not indicating that a vote is going to be given if certain criteria are met. Open door also means that you can't have a quorum discuss a concern or issue outside of a public meeting, however that doesn't mean the majority of the RDC board couldn't be together and not have a public meeting as long as they don't discuss anything that has to do with the RDC board member roles.

Steve Unger, RDC Attorney (Bose McKinney & Evans LLP) – confirmed that the open-door law doesn't apply to chance social gatherings. There is actually an exception to the rule for this reason. Shouldn't receive or discuss RDC material at the event of a social gathering, town event, grocery, etc. The law, however, doesn't prohibit two members from having a discussion at any time. Prohibit email communications with more than one board member, three board members could email as it is not considered simultaneous. You do need to be careful but is not considered a violation of the open-door law. Clarification on the open-door law as it applies to official actions and is defined to include receiving information and voting on official business. If at any time an executive session is held to discuss an economic development project or negotiate with a developer, you cannot vote in the executive session.

Kevin Russell – emails, would it be better for all to have a town email.

Steve Unger, RDC Attorney (Bose McKinney & Evans LLP) – it is not required, but the benefit would be if the town would ever be in litigation and knowing that all communications have been made with a town email relating to a town's issues. It is better for all if communication is done on a town email

Todd Barker – There have been conversations with our IT department, and the town manager Katie Barr. We are comfortable issuing emails to board and commission members with a town email address. Our IT will assist in setting up the email on a device.

Kevin Russell – asked if there will be introductions.

Adam Hess – today's presentation was to bring everyone on board with how the RDC ran and how things should go in each meeting, reviewing the RDC current assets owned and reviewing the RDC financials.

RDC - board member introductions.

B. Redevelopment Commission Financial Overview

Nathan Fox (Krohn, Town of Whitestown financial advisor) – provided two documents: TIF spending plan, was presented in November 2024, and has since been updated with the 2024 actuals, these are subject to change as the clerk-treasurer office hasn't completed the year end close out. The second is an overview of the debt that is being paid with TIF, the balance is in the process of being confirmed with the trustees to verify the draw bonds. It could be that some of the outstanding balances may change once an update is provided. Nathan reviewed the summary of the 2024 actual balances. The two documents are provided for your information.

Adam Hess – asked for an explanation of the new maintenance and salt barn and how the RDC can assist with city assets and help improve the employees' workday.

Todd Barker Director Development Service, AICP - one of the most recent projects of the town, was to have one facility to allow them to share amenities in one facility. The new area is in the southwest corner of town by the wastewater treatment. This project was funded by the TIF proceeds, allowing the town to be to provide better services for the field employees and residents. This allowed the new facility to be built as the departments were growing out of their current locations. The construction is complete and awaiting the gas line to be extended and will move in once that is completed.

Adam Hess – within the rules of RDC, I would like to invite the RDC board to tour the new maintenance facility within the next few weeks.

Nathan Fox (Krohn, Town of Whitestown financial advisor) – 2023/2024 TIF funds were saved and with building the maintenance facility exhausted what was saved and in 2025/2026 will begin the saving process and building up the cash reserves to have available for future projects or debt services. The other two TIF areas are in legacy core; Maple Grove, legacy and INDOT. The remaining TIF areas are new and are not generating excess cash above the debt service. There are a lot of debt service payments being made in January and March of 2025. The next cash flow will be in June 2025. The TIF revenues come twice a year, June and December each year.

Kevin Russell – how much of a percentage of the total TIF should RDC be keeping inside the cash balance? I understand there is a shortfall projected this year and how many of the current TIFs do we project too breakeven?

Nathan Fox (Krohn, Town of Whitestown financial advisor) – as of March 31, 2025 projection is spread between 10-12 TIF areas so there is not a lot of cash balance until June 2025. The cash reserve is up to the RDC board and is based on projects that come available to the town. If the cash reserve is drawn down that doesn't allow the decision to work developers on new projects that may arise.

Kevin Russell – asked if funds are being passed through to other government agencies or schools as there is the availability to do that.

Adam Hess – not aware of any funds being passed to other government agencies.

Steve Unger, RDC Attorney (Bose McKinney & Evans LLP) – there has not been enough revenue generated. An annual report will be made and at that time determination will be made if funds are being passed through to other government agencies. There will be a report given in the spring and a decision will be made at that time about pass through of funds.

Kevin Russell – asked for clarification on pass through and assigning funds to certain schools, etc. Can state where funds will be allocated when doing a pass through of funds.

Steve Unger, RDC Attorney (Bose McKinney & Evans LLP) – When a pass through of funds is done it goes to all of the overlapping taxing units. There are ways to specifically make money available to a school. There is a statute that outlines the specific purposes and the limitations/cap on the amount of money that can be allocated for specific types of programs. However, on a pass through it will overlap with taxing units.

Kevin Russell – was asking about funds going to schools with all the redistricting that is occurring in the Lebanon school district and thought they could be in need of some help.

RDC – open discussion of overlapping and growth of Lebanon community.

Adam Hess – asked those in attendance if there were any questions regarding the TIF funds.

Todd Barker Director Development Service, AICP – shared a map of the TIF areas. The financials that were discussed by Nathan Fox are identified on the map with the exception of Wally's, will be updating the map.

Kevin Russell – Homefield and Milhouse EDA, please explain what those are on the map.

Nathan Fox (Krohn, Town of Whitestown financial advisor) – the Milhouse EDA serves bonds with the multiple family Neese apartments.

Steve Unger, RDC Attorney (Bose McKinney & Evans LLP) – the Homefield EDA is tied to the Wrecks site, those bonds haven't been issued.

Kevin Russell – was there a TIF in the 65 commerce park the designated for 39 acres.

Todd Barker Director Development Service, AICP – there is 40 acres Padgett Commons that is in the INDOT NDA.

RDC – open discussion on the INDOT EDA 50% of the proceeds will pay INDOT around 10 mil towards the interchange.

Adam Hess – asked if there were any additional questions on items covered in the second agenda item.

C. Redevelopment Commission TIF District Overview

3. APPROVAL OF THE MINUTES – November 4, 2024

A. Adam Hess asked for a motion to approve the November 4, 2024, meeting minutes. **Mark Pascarella** made a motion to approve, **Kevin Russell** seconded the motion. Motion **approved** 4-0.

4. UNFINISHED BUSINESS

A. None

5. NEW BUSINESS

A. Approval of Claims

Adam Hess – The approval of the claim for Bose representing the RDC. Adam asked if anyone have any questions about the claims.

Motion: Adam Hess requested a motion of approval. **Mark Pascarella** made a motion to approve the **Bose Claims**, representing the RDC. **Todd Carlile** seconded the motion. Motion **Approved** 4-0

6. OTHER BUSINESS

A. None

7. ADJOURN

Motion: Adam Hess requested a motion to adjourn the meeting. **Mark Pascarella** made a motion to adjourn, seconded by XXXXXXXX. Motion **Passed** 4-0. Meeting adjourned at 7:44PM.

Mark Pascarella, President

Adam Hess, Vice President