



**REGULAR MEETING OF THE
ZIONSVILLE REDEVELOPMENT COMMISSION**

**Monday, May 24, 2021
6:30 p.m. (Local Time)
Electronic Meeting via Zoom**

THIS PUBLIC MEETING WILL BE CONDUCTED PURSUANT TO GOVERNOR ERIC J. HOLCOMB'S EXECUTIVE ORDERS, 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 following link to join the webinar:

Webinar ID:
<https://us02web.zoom.us/j/84057301371>

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: March 15, 2021, Special Meeting (Conducted Electronically)
 - B. Approval and Adoption of Minutes: April 26, 2021, Regular Meeting (Conducted Electronically)
5. New Business
 - A. Community Development Corporation Recommendations for Grant Applications Received
 - 1) zWorks: 85 East Cedar Street
 - B. Creekside Corporate Park - Lots 10 & 11: Update on status of Term Sheet with Formation Investments, LLC
 - C. Community Development Corporation Grant Request: \$10,225 (Year 2021 Expenses)
6. Other Business
 - A. Remote Meeting Access
7. Adjourn

NEXT REGULAR MEETING:

RDC – Monday, June 28, 2021 at 6:30 p.m.

ANNEX TO THE AGENDA FOR THE MAY 24, 2021

REGULAR MEETING OF THE ZIONSVILLE REDEVELOPMENT COMMISSION

In his various 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. Accordingly, 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, May 24, 2021 @ 6:30 pm Eastern Time (US and Canada)

Topic: Zionsville RDC Meeting

Join Zoom Meeting: <https://us02web.zoom.us/j/84057301371>

Webinar ID: 84057301371

Or join by phone: 301-715-8592; 312-626-6799; 646-558-8656; or 253-215-8782

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
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 Joe Rust at 317-873-5410 or at jrust@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



**ZIONSVILLE REDEVELOPMENT COMMISSION (“RDC”)
SPECIAL MEETING MEMORANDA
FOR**

Monday, March 15, 2021 at 1:00 pm
In-person and Video Conference Meeting

THIS SPECIAL PUBLIC MEETING WAS CONDUCTED PURSUANT TO VARIOUS EXECUTIVE ORDERS OF THE GOVERNOR OF INDIANA UNDER INDIANA’S EMERGENCY MANAGEMENT AND DISASTER LAW, INDIANA CODE 10-14-3, *et seq.*

Members Present: (In-person) Sanjay Patel, President; Kent Esra, Kate Swanson, (via Zoom) Cindy Madrick and Colleen Hittle. Also Present: Wayne DeLong, AICP, CPM Director of Planning & Economic Development, Brian Crist, Legal Counsel, (via Zoom) Heather James, Legal Counsel and Roger Kilmer, Planner I - Economic Development.

1. Call to Order: Sanjay Patel called the meeting to order at 1:00 pm.
2. General Public recognized as attending: Sally Zelonis, Stan Evans
3. Reports
 - A. TIF Report: Wayne DeLong reviewed current TIF activity and project updates.
4. Old Business:
 - A. Approval and Adoption of Minutes: February 22, 2021, Regular Meeting (Conducted Electronically)

Motion: Kent Esra made a motion (seconded by Kate Swanson) to approve the Minutes of the February 22, 2021 Meeting.

Roll Call Vote:

Kent Esra - Y

Colleen Hittle - Y

Cindy Madrick - Y

Sanjay Patel - Y

Kate Swanson – Y

The motion was unanimously approved by a roll call vote.
 - B. Creekside Corporate Park - Lots 10 & 11: Update on status of Term Sheet with Formation Investments, LLC

Mr. DeLong provided a brief update and stated the previously agreed term has expired and a verbal extension has been requested. Mr. Patel requested a formal request with a specific date or amount of time to be stated. Review of this request was delegated to either Mr. Patel or Mr. Esra.

Motion: Kate Swanson made a motion (seconded by Kent Esra) to allow the extension request to be reviewed by Mr. Patel or Mr. Esra.

Roll Call Vote:

Kent Esra - Y

Colleen Hittle - Y

Cindy Madrick - Y

Sanjay Patel - Y

Kate Swanson – Y

The motion was unanimously approved by a roll call vote.

C. Creekside Corporate Park - Lots 12, 13, & 14: Update on RLL Development

Mr. Crist provided an update and stated RLL has submitted plans in compliance with the Development Agreement. Specific details will be covered during the upcoming public hearing.

D. Appaloosa Crossing: Ice Miller LLP to offer update on review of future bond issuance, Attorney representing Developer to offer update on overall status of the development

Ms. James provided an update and stated that the Term Sheet for the Economic Development Revenue Bonds is in good shape and will be in a place, following this meeting, to finalize the Term Sheet. At that point Ms. James will be able to draft all of the necessary documents and move forward with public meetings of the Economic Development Commission, the Town Council, and the Redevelopment Commission with a potential closing on May 18, 2021.

Mr. Matt Price, representing Harris FLP, requested a formal approval of the Term Sheet to allow the developer to move forward with their financing.

Motion: Kent Esra made a motion (seconded by Kate Swanson) to approve the Term Sheet for Appaloosa Crossing.

Roll Call Vote:

Kent Esra - Y

Colleen Hittle - Y

Cindy Madrick - Y

Sanjay Patel - Y

Kate Swanson – Y

The motion was unanimously approved by a roll call vote.

E. CDC membership update

Mr. DeLong confirmed that Brooks Mattice and Cara Weber are interested in continuing to serve on the CDC.

Motion: Kent Esra made a motion (seconded by Kate Swanson) to approve Brooks Mattice and Cara Weber as RDC Appointees to the RDC.

Roll Call Vote:

Kent Esra - Y

Colleen Hittle - Y

Cindy Madrick - Y

Sanjay Patel - Y

Kate Swanson – Y

The motion was unanimously approved by a roll call vote.

5. New Business

A. Public Hearing regarding the sale of Lots 12, 13 and 14 in Creekside Corporate Park

The Public Hearing was opened by Mr. Patel. Mr. Crist explained that this is an opportunity for the general public to provide comment on the matter.

There were no comments or questions from the general public. There were no questions or comments from the members of the RDC.

Motion: Kent Esra made a motion (seconded by Kate Swanson) to approve the sale of Lots 12, 13, and 14 in Creekside Development to RLL Development.

Roll Call Vote:

Kent Esra - Y

Colleen Hittle - Y

Cindy Madrick - Y

Sanjay Patel - Y

Kate Swanson – Y

The motion was unanimously approved by a roll call vote.

The Public Hearing was closed. Mr. Crist stated for the record that this is the final action required of the Development Agreement.

Motion: Kent Esra made a motion (seconded by Kate Swanson) to approve Resolution 2021-01 which notes all pre-conditions of the Development Agreement have been approved.

Roll Call Vote:

Kent Esra - Y

Colleen Hittle - Y

Cindy Madrick - Y

Sanjay Patel - Y

Kate Swanson – Y

The motion was unanimously approved by a roll call vote.

6. Other Business: None

The next regular meeting of the Redevelopment Commission is scheduled for Monday, April 26, 2021, at 6:30 pm.

Meeting Adjourned (1:26 pm)

Respectfully Submitted,

Kate Swanson, Secretary



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

Monday, April 26, 2021 at 6:30 pm
In-person and Video Conference Meeting

THIS SPECIAL PUBLIC MEETING WAS CONDUCTED PURSUANT TO VARIOUS EXECUTIVE ORDERS OF THE GOVERNOR OF INDIANA UNDER INDIANA’S EMERGENCY MANAGEMENT AND DISASTER LAW, INDIANA CODE 10-14-3, *et seq.*

Members Present: (In-person) Sanjay Patel, President; Kent Esra, (via Zoom) Cindy Madrick and Colleen Hittle. Also Present: Wayne DeLong, AICP, CPM Director of Planning & Economic Development, (via Zoom) Brian Crist and Heather James, Legal Counsel and Roger Kilmer, Planner I - Economic Development.

1. Call to Order: Sanjay Patel called the meeting to order at 6:30 pm.
2. The Commission recognized the passing of Mike Shafer and the valuable role he played in the actions of this Commission and the community of Zionsville.
3. General Public recognized as attending: Sally Zelonis
4. Reports
 - A. TIF Report: Wayne DeLong reviewed current TIF activity and project updates.
5. Old Business
 - A. Update on Lots 10 & 11 of Creekside Corporate Park
Mr. DeLong stated that the extension will be expiring and discussion may be needed at next month’s meeting regarding future extensions. No action is required at this meeting.
6. New Business
 - A. Consideration of resolution pledging TIF to Appaloosa Crossing EDC bonds
Mr. DeLong noted that this Commission has been working on this project for more than the past. Mr. Crist and Ms. James presented the TIF Pledge Resolution and provided details. The Economic Development Corporation has adopted their Resolution supporting this project. The Town Council has introduced a bond ordinance approving the project as well. If the RDC approves this resolution this evening, it will go back to the Town Council for a second reading and approval. If approved by the Town Council, there will be a closing approximately two weeks later.

Motion: Kent Esra made a motion (seconded by Colleen Hittle) to approve Resolution 2021-02, a Resolution pledging TIF Revenues to Appaloosa Crossing.

Roll Call Vote:

Kent Esra - Y

Colleen Hittle - Y

Cindy Madrick - Y

Sanjay Patel - Y

The motion was unanimously approved by a roll call vote.

- B. Discussion regarding 2021 expenses of the Community Development Corporation (specific to tax return preparation, legal expenses, and liability insurance)

Mr. DeLong explained the historic relationship between the CDC and the RDC. The CDC has had a very active past 12 months and they are responsible for the maintenance of Creekside. Expenses incurred by the CDC have exceeded their budgeted monies received from the RDC. The CDC is looking to generate additional revenue streams, but these changes come with legal costs. The CDC is seeking assistance in the range of \$10,000.00 to assist with the costs of restructuring.

Mr. Crist added that actions and restructuring of the CDC are being considered over the next few months which would put the CDC on firmer ground and being more self-sufficient.

Mr. Esra suggested that the CDC formally present at next month's meeting a request to address their needs.

- C. Discussion regarding claims processing.

Mr. DeLong stated that in Indiana, most RDC claims are approved by the RDC itself. However, historically in Zionsville, RDC claims have been processed and approved by the Town Council. Through discussions with counsel and the Town Council, it has been recommended that future RDC claims will be processed and approved by the RDC. More information on this change will be provided at next month's meeting.

- D. Discussion regarding renderings (Creekside Corporate Park)

New renderings for Lot #9 of Creekside are being considered for marketing purposes related to the Town's Gateway Study. Mr. DeLong stated the cost for these renderings could be between \$8,000 to \$12,000. Mr. Patel expressed a desire to learn more of the Gateway Study and how Lot #9 is a factor in that study.

Mr. Esra asked for clarification on the term "stakeholders" as it applies to the Gateway Study. He also asked for information on who is leading the study. Mr. Esra stated that he is in favor of the study, but is still not clear where the study stands and who is driving the study.

Mr. DeLong responded that the plan is to present findings of the study to Stakeholders in late May or June. Mr. Esra stated that no one has yet come to the RDC explaining what is being done, where things stand, and what are the next steps.

Mr. Patel expressed a desire for an executive summary of the Gateway Study to be presented to the RDC, giving the RDC a better understanding of its status and how Lot #9 may be a factor in the study.

7. Other Business: None

The next regular meeting of the Redevelopment Commission is scheduled for Monday, May 24, 2021, at 6:30 pm.

Meeting Adjourned (7:12 pm)

Respectfully Submitted,

Kate Swanson, Secretary

zWORKS
85 E. Cedar Street
Zionsville, IN. 46077

To Wayne, Roger, Owen, and the CDC committee:

Thank you for your consideration of our request for funding beyond the 2021 Community Enrichment Grant of \$10,000.00. The request we have to the CDC is \$15,000.00 in 2021. We are seeking support beyond this year of a known amount. The partnership and commitment from the Town of Zionsville will further validate that we drive economic development, additional revenue to Zionsville, jobs and community stewardship. The Town of Zionsville's long-term commitment to us will reinforce to our partners/potential partners and new businesses/members that zWORKS and Zionsville is THE place to be to conduct business. Lastly, it allows consistency in budgeting within our organization. Membership, partners (both in-kind and monetary) and fundraisers vary.

The impact zWORKS is making within the community as it coincides with the CDC's mission of facilitating sustainability and partnering with local businesses is notable.

Notable numbers

- We generate >\$400,000.00 additional revenue to Village of Zionsville Merchants each year
- Our 30+ startups have created 200+ jobs and counting
- \$30 million+ investment in zWORKS startups
- 150+ members currently, more than 50% are entrepreneurs/startups/solopreneurs
- 1 full-time employee (similar models employee 2+ full-time)
- Average 20+ members (not including guests/clients) checking in Mon-Fri

At-a-glance needs:

- Preserve low-barrier-to-entry membership/office pricing to attract startups/entrepreneurs/solopreneurs/hybrid workers to have zWORKS and Zionsville as their hub and community.
- Sustain the professional, yet quirky and attractive, atmosphere within the Village of Zionsville
 - Approx. 5200 total sq. ft. in 2 locations, 5 dedicated offices, 7 meeting rooms, 3 privacy booths, first come first serve desks/tables/lounge areas, heads down area
 - High speed internet, printing/scanning services
 - 2021 budgeted revenue from memberships/partners/office rental/fundraiser/misc is essentially the same as rent/Exec. Dir. salary/subcontractor expenses - \$157,000. Additional funding needed to be viable long-term.
- Maintain flexibility of use
 - Corporate HQ/business moving to Zionsville? zWORKS can help with office space and membership as they build or relocate (i.e. Grand Brook Memory Care, DS Smith, Allstate Insurance branch)

- Offer students, veterans, tutors, nonprofits and other qualifying needs reduced or complimentary membership
- Meeting and networking space for nonprofits and community organizations (ZCHS senior committee, ZCHS Alumni, Zionsville Toastmasters, Zionsville Chamber of Commerce, Azionaqua, etc)
- Implement attractive meeting room rates for nonmembers to encourage spending at Zionsville merchants
- zWORKS networking opportunities (happy hour, lunch & learn, partner roundtables, etc)

Current/proposed funding beyond membership

- Community Enrichment Grant - \$10,000.00
- 2021 in-kind partner services is approx. \$26,500.00, aids in the viability of zWORKS
 - Includes accounting services, PR, contract marketing, IT, payroll services, legal Q&A, Zionsville Chamber, and monthly ad in the Zionsville Current
- Open funding proposals are approx. \$12,000.00. Always seeking more.
- 3rd year partnering with the Boys and Girls Club of Boone County for a charity polo match. 2020 net proceeds was \$6500.00. This event supports all those that live, work and play in Zionsville and surrounding Boone County.

zWORKS zWORKing

- <https://www.zworks.org/community/featured-members-chris-jackson-and-hunter-smith/>
- https://www.reporter.net/across_indiana/boone-county-teens-win-entrepreneurship-contest-for-recruitment-software/article_ec50e230-b1a2-11eb-ab9a-1f00d4eb3ecd.html
- <https://townepost.com/indiana/zionsville/inspiring-startups/>
- <https://us9.admin.mailchimp.com/campaigns/show?id=4749830>
- <https://www.zworks.org/community/featured-member-tony-reyes/>
- I encourage you to sign up for our bi-monthly newsletter here: <https://us9.campaign-archive.com/home/?u=faf1e5b176bd85fc4cfe77dc2&id=3bd91c8450>
- Follow us on LinkedIN, Facebook, Twitter, and Instagram (zWORKS or zWORKS4U) - 2 more startup spotlights coming

I am happy to shout from the rooftop what greatness zWORKS brings to the community of Zionsville and always seeking to improve the zWORKing experience with engaged partners.

Thank you, again, for your consideration of our request.

Respectfully submitted,

Vickie Hall

Executive Director

zWORKS

vhall@zworks.org

317-408-0234

Zionsville Redevelopment
Commission
Attn: Chairman Sanjay Patel
1100 West Oak Street
Zionsville, IN 46077

May 14 2020

RE: CDC SEEKING ADDITIONAL FUNDING

Dear Chairman Patel,

The Community Development Corporation (CDC) of Zionsville Is requesting one-time additional funding in the amount of **\$10,225** to be funded by the Redevelopment Commission.

This funding request is for:

1) Legal Fees: These fees are requested to allow the CDC to restructure into a 501c3 to allow for future avenues of revenue generation including fundraising. We see this as a strong added benefit to pursue additional revenue streams. Additionally, there was a microloan program which the CDC would like to be able to provide as a service to Zionsville which needs legal restructuring to allow. This is a one-time expense.

2) Accounting Fees: During 2020 and the beginning of 2021, the CDC has fulfilled its mission to serve the betterment of Zionsville in an unanticipated manner with the COVID grant assistance program. In 2020, the Town awarded \$113,000 in grants to 14 local businesses and in 2021, we awarded \$50,000 to five local businesses. As the scale of distribution of monies through CDC has increased, the accounting fees are more appropriate to outsource at this point. This will be a yearly expense.

3) Insurance Expense: As owners of the Creekside Corporate Park Common Areas, the appropriate liability insurance coverage needs to match our risk exposure. This premium will be a yearly expense.

4) Replacement Expense: As owners of the Creekside Corporate Park Common Areas, we will replace dead landscaping periodically. This will be an ad-hoc expense.

These services and expenses are itemized and tabulated in the chart below:

<u>Expense Type</u>	<u>Description of Service(s)</u>	<u>Cost</u>	<u>Provider</u>
1) Legal Fees	A) reformulation of corporation status from a 501c3 to a 501c4 B) restructuring of microloan program	\$8,000	Ice Miller
2) Accounting Fees	2020 Tax Preparation, Federal + State	\$375	Storen
3) Insurance Expense	2021 Liability Insurance Premium	\$850	Zionsville Insurance
4) Replacement Expense	Two dead trees, one in common area and one in island	\$1,000	TBD

\$10,225 Total One Time Funding Request

As more of the lots in Creekside are sold and developed, we will see an increase in CAM fees that will be collected which we anticipate would eventually be able to better cover some of these expenses.

Thank you for your consideration,



Cara Weber, President

Community Development
Corporation (CDC), Town of
Zionsville

cara@DELVdesign.com