MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
609 West Navajo St., West Lafayette, Indiana
Council Chambers
Amended
August 14, 2013

The meeting was called to order at 8:30 a.m.
The Pledge of Allegiance was recited.
Secretary Sorensen called the role.
Present: Steve Curtis, Peter Gray, Larry Oates, Linda Sorensen, Janet Elmore
Absent: Susannah Hall-Justice, Dottie Rausch

Mayor Dennis announced that Linda Sorensen was resigning her position on the Redevelopment Commission due to her move outside of the West Lafayette city limits. Mayor Dennis presented Commissioner Sorensen with a Certificate of Appreciation and thanked her for her commitment and diligence during her service on the Commission. Redevelopment Commission President Oates also expressed his appreciation to Commissioner Sorensen for her years of service to the City of West Lafayette.

Old Business:

Minutes

Commissioner Sorensen moved to approve the minutes of the July 10, 2013 Redevelopment Commission meeting which had been cancelled due to the lack of a quorum. Commissioner Curtis seconded. The minutes were approved as written 4-0. Commissioner Curtis moved to approve the minutes of the July 15, 2013 Special Meeting. Commissioner Gray seconded. The minutes were approved as written 4-0.

Project Updates

Public Works Director Dave Buck updated the Commission on the following projects:

- Street Resurfacing Project – Work in the near-campus area of the Levee/Village TIF District has been completed. Concrete patching in the KCB TIF area will be completed this fall.

- Northwestern Ave. Safety Improvements Project – Work has progressed between Lindberg and Yeager Roads. Milestone has completed all possible work until INDOT has finished resurfacing. Landscaping, lighting and finishing details will occur after Labor Day.

- Happy Hollow Road Project – Design work is continuing. An informational and project update meeting for the public, specifically the Happy Hollow neighborhood, is scheduled for September 10, 2013. A May 15, 2014 letting through INDOT is anticipated with construction occurring later in the year.

- Cumberland Ave. Ph. III – Design and survey work is underway by American Structurepoint. Preliminary meetings with Duke Energy have been held. Design will be completed in 2014 and construction is anticipated to begin in mid-2014 on the section between Salisbury and Soldiers Home Road.

- Salisbury Street Ph. III – Approximately 75% of the design drawings are complete and ready to send to utility companies to begin coordination. The major improvement of the project which starts at Rainbow to US 52 will be the coordination of traffic signals between Navajo and US 52 which involves the Advanced Traffic Management System. The first implementation will be the Salisbury Street Phase III project. Bidding for the project is anticipated for November with a contract presented to the Commission before the end of 2013.

- Mid-Block Crossings – Improvements to the Sagamore West Farmers Market crossing on Salisbury Street and the Wabash Landing on Tapawingo are progressing through the INDOT process. A January *2014* letting is expected.

Parks Superintendent Joe Payne updated the Commission on the following projects:

- Cattail Trail Connection – Survey work is done and ready to be reviewed before beginning the INDOT process.

- Garden Street Neighborhood Park – Details of a consensus reached at a recent neighborhood meeting are to be presented to Joe Payne and a request for the expenditure of funds appropriated for the project is expected.

- Wabash Heritage Trail – Design improvements for the Trolley Line segment, the entry off of Indian Trail Drive to Happy Hollow Park, are in the final review stage. An illustration of the trail construction plans to meet ADA specifications was distributed and reviewed.

- Trail Seal Coating – KCB district segments have been completed.

Information Technology Director Anthony Newman updated the Commission on the following project:

- City Software from Tyler Technologies – Software has been installed. The Clerk-Treasurer's office staff has been in training and is diligently working on the new system.

Other

There was no further old business.

New Business:

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes stated the financial schedules include claims presented at today's meeting and recent revisions to the Levee/Village appropriations. The

Clerk-Treasurer's main emphasis has been on the installation of the new system which will provide detailed project accounting and reporting to the invoice level.

Payment of Claims

Sagamore Parkway TIF Claims **$0.00**

There were no claims from the Sagamore Parkway TIF District.

KCB TIF Claims **$28,288.10**

Commissioner Curtis moved to pay the KCB TIF claims. Commissioner Sorensen seconded.
The roll call vote:
Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion to approve the payment of the KCB TIF claims in the total amount of $28,288.10 passed 4-0.

Levee/Village TIF Claims **$70,692.22**

Commissioner Gray moved to pay the Levee/Village TIF claims. Commissioner Curtis seconded.
The roll call vote:
Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion to approve the payment of the Levee/Village TIF claims in the total amount of $70,692.22 passed 4-0.

Additional claims previously approved by the Board of Works on behalf of the Redevelopment Commission were provided for reference.

State Street Master Plan Proposal – MKSK

Department of Development Director Poole reviewed the procedure used to obtain proposals to assist the City, Purdue University and PRF in creating a master plan for State Street from the river to the 231 corridor after it is transferred to the City from INDOT. Of the three proposals received, MKSK had the best understanding of the intent and scope of the project. The total contract is for $188,500 and $9,400 in reimbursable expenses which will be split equally between the City, Purdue University and Purdue Research Foundation. Eric Lucas, Principal of MKSK and director of the Indianapolis office gave a review of the company's background and experience. A detailed explanation of the process involved in creating the Plan was provided by Mr. Lucas. Input from The City of West Lafayette, the Research Foundation, Purdue University, State Street property and business owners, development community, apartment owners, and citizens will be included. The project will consist of three phases: Introduction and Reconnaissance, Analysis, and Solutions. Chandler Poole stated funding for the Plan will be taken from the Levee/Village Development Incentives allocation. Redevelopment Commission Treasurer Judy Rhodes requested frequent progress updates to the Commission. Commissioner Sorensen moved to approve the proposal from MKSK for the State Street Master Plan project equally split with Purdue University and Purdue Research Foundation for the total amount not to exceed $197,900. Commissioner Curtis seconded.
The roll call vote:
Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion passed 4-0. The contract will be presented at the September meeting of the Commission.

Agreement – Wabash Landing Parking Garage Year 2 Maintenance – DESCO Floor Systems

Tom Walter, President of LINK Management, Inc. distributed pictures of the area to be repaired and explained the scope of work. The contract with DESCO Floor Systems is for the installation of sealant on approximately 20,000 square feet on the top deck of the garage. Tom Walter also discussed the need for additional and improved lighting in the garage. It was also suggested the creation of a new five-year plan might be appropriate sometime next year. Redevelopment Commission Treasurer Judy Rhodes stated a balance of $42,565.00 will remain the appropriation for Parking Garage Repairs and Maintenance after the contract with DESCO Flooring Systems. It was agreed that Tom Walter will obtain estimates to improve the lighting in the garage. Commissioner Gray moved to approve the 2013 Wabash Landing Parking Garage Preventative Maintenance and Repair Agreement between the West Lafayette Redevelopment Commission and DESCO Floor Systems in an amount not to exceed $77,435.00. Commissioner Curtis seconded.
The roll call vote:

Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion passed 4-0.

Agreement – Trail Sealing and Crack Repairs – AG Enterprises, LLC

Joe Payne provided details of the Agreement with AG Enterprises for crack sealing, seal coating, and striping to the parking lot on the north side of the new Parks Department office. Of the three quotes received, AG Enterprises, LLC provided the lowest quote. Commissioner Sorensen moved to approve the agreement between the West Lafayette Redevelopment Commission and AG Enterprises, LLC in an amount not to exceed $4,754.62 to seal coat the parking lot at the new Parks Department offices. Commissioner Gray seconded.
The roll call vote:

Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion passed 4-0.

Amendment No. 1 to Task Order No. 3 – Cattail Trail – Parsons Brinckerhoff

Joe Payne explained the Amendment to Task Order No. 3 (previously approved in June 2013) which was for the addition of environmental review work necessary to remain on schedule and take advantage of the existing National Transportation Enhancement grants. This service was not included in the original Task Order with Parsons Brinckerhoff. An illustration of the trail was distributed and trail location was discussed. Commissioner Gray moved to approve Amendment No. 1 to Task Order No. 3 to the Parsons Brinckerhoff Agreement No. 35687A between the West Lafayette Redevelopment Commission and Parsons Brinckerhoff in an amount not to exceed $8,229.00 for the design of Cattail Trail Extension. Commissioner Curtis seconded.
The roll call vote:

Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion passed 4-0.

2014 Spending Plan

Mayor Dennis complimented Commission President Oates, Treasurer Rhodes, the Department Heads and the Commissioners with their careful monitoring and spending of TIF funds. Commission President Oates reviewed items from each TIF District which were budgeted but not utilized in the 2013 TIF Spending Plan and will be moved to the 2014 Spending Plan. A preliminary schedule of the 2014 Spending Plan was distributed. Anticipated increment, revenues, future projects and specific line items for each district were reviewed. The 2014 Spending Plan will continue to be reviewed and discussed with final approval occurring in January 2014.

Other

Redevelopment Treasurer Rhodes stated the Redevelopment Commission report to the Council was transmitted on July 31, 2013. A report will be transmitted to the DLGF by October 1, 2013 pending receipt of additional information from the county auditor. There was no further new business.

Public Comment

Public Comment was requested. The next meeting was confirmed:

Wednesday, Sept 18, 2013 @ 8:30 a.m.

Adjourn

There being no further new business, Commissioner Sorensen moved to adjourn. Commissioner Gray seconded. The meeting adjourned at 10:12 a.m.

Secretary

Approved:

Lawrence F. Oates
President