MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
609 West Navajo St., West Lafayette, Indiana
Council Chambers
October 16, 2013

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

Commission President Oates stated the three Commissioners present constitute a quorum and an affirmative vote from all three will be required for the approval of any business.

Old Business:

Minutes

Commissioner Curtis moved to approve the minutes of the September 18, 2013 Redevelopment Commission meeting. Commissioner Miller-Wilson seconded. The minutes were approved as written 3-0.

Project Updates

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

- Northwestern Ave. Phase II Project – between Lindberg and Yeager Roads is progressing. Most of the major construction has been completed. Landscaping is in. Signal modifications are being worked out with the contractor and sub-contractor. Lighting and poles should be installed within the next couple of weeks. A final change order for actual quantity adjustments can be expected at the November meeting.

- Mid-Block Crossings Project – Drawings have been finalized and are being prepared for submission to INDOT. A few changes have been made to provide better ADA improvements at the Tapawingo location to include an APS (accessible pedestrian signal). The project will be coordinated with the Myers Pedestrian Bridge rehabilitation project. A February 2014 letting date is anticipated.

- Salisbury Street Ph. III – Project is progressing with the ATMS. The utility coordination meeting has been held and plans are about 75% complete. Right-of-way property appraisals have started. A November 19th bid date is anticipated. A summary of received bids will be presented at the November 20, 2013 meeting of the Commission.

- Cumberland Avenue Ph. III Project – Utility coordination with CityBus is underway. Meetings with the Traffic Commission have been scheduled for later this month to discuss the scope of the project and the schedule. Bidding is expected to be in June of 2014 with construction commencing in July or August of 2014.

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

- Cattail Trail Connection Project – Survey work has been completed. Design should be completed next month. Trail construction is planned within the current INDOT right-of-way along Northwestern and Sagamore, between Yeager and Cumberland. The goal is a May, 2014 INDOT letting for the project. Joe Payne expressed concern about the schedule due to some required Federal Highway Administration reviews. The Federal Highway Administration is presently on furlough due to the Federal government shutdown.

- Happy Hollow Park – A purchase order request for the low quote on ADA accessible picnic tables to be installed at the Park Shelters #1-#4 is underway.

Development Director Chandler Poole updated the Commission on the following Project:

- State Street Master Plan – A map of the area covered by the plan was displayed at the Sagamore West Farmers Market on October 9, 2013. Comments and ideas from the public were encouraged. Stakeholders of the various groups have been identified and invitations to the first two meetings have been sent. A Facebook page for the State Street Master Plan has been created. Ideas and suggestions can be submitted by email to ssmp@wl.in.gov. The first public meeting is tentatively set for December 2013.

IT Director Anthony Newman updated the Commission on the following project:

- Tyler Technologies –The Clerk-Treasurer's office has been primarily addressing the setup of the chart of accounts. Tyler is on site today working on all aspects of the city financial management system. Progress is being made.

2014 Spending Plan

Redevelopment Commission Treasurer Judy Rhodes commented that no material changes have been made to the plan. Questions and comments were requested.

Other

There was no further old business.

New Business:

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes stated the 2012 Redevelopment Commission transaction report has been filed with the Department of Local Government Finance. The information should be made available to the public through the Gateway portal.

Payment of Claims

Sagamore Parkway TIF Claims **$1,500.00**

Commissioner Miller-Wilson moved to approve the Sagamore Parkway TIF claims. Commissioner Curtis seconded.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The motion to approve the payment of the Sagamore Parkway TIF claims in the total amount of $1,500.00 passed 3-0.

KCB TIF Claims **$230,449.31**

Commissioner Curtis moved to pay the KCB TIF claims. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The motion to approve the payment of the KCB TIF claims in the total amount of $230,449.31 passed 3-0.

Levee/Village TIF Claims **$351,729.76**

Commissioner Miller-Wilson moved to pay the Levee/Village TIF claims. Commissioner Curtis seconded.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of $351,729.76 passed 3-0.

Agreement – Happy Hollow Park Ravine Footpath Repair – T.L. Kinkaid

Joe Payne stated quotes for the ravine footpath repair were requested. T. L. Kincaid was the only contractor to submit a quote which was opened at the Board of Public Works and Safety on October 1, 2013. The quotes were more than the amount appropriated. The repair will begin in the park with the segment at the bottom of stair 39 and proceed toward the bottom of stair 29. Repairs to the footpath are labor-intensive and scheduled to be a multi-year project. Commissioner Miller-Wilson moved to approve the agreement between T. L. Kincaid Contracting, Inc. and the Redevelopment Commission for the City of West Lafayette in an amount not to exceed $50,000 for work on the Happy Hollow Park Ravine Footpath Repair Project. Commissioner Curtis seconded.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The motion passed 3-0.

Request for Purchase – Traffic Management & Security System Pilot Project - WLPD

Chief Jason Dombkowski explained the request for cameras which will be used as part of the State Street Master Plan Traffic Management Study. The cameras will also be used to monitor public safety in the bar district which is one of the most heavily travelled corridors in the State of Indiana.

Chief Dombkowski requested approval of a four camera system to be used in the 300 block of State Street. Deputy Chief Chris Leroux explained the installation locations and range of view. The system will start out as a wireless system that will eventually be tied into the City's fiber network. Commissioner Miller-Wilson moved to approve the Traffic Management and Security System Pilot Project in an amount not to exceed $18,200 for the purchase and installation of cameras on the Southworth Building at 310 W. State Street. Commissioner Curtis seconded. Additional discussion occurred regarding camera monitoring, permission from the building owner, and legal requirements for image retention. Installation is expected to occur within the next two weeks.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The motion passed 3-0.

Commissioner Miller-Wilson moved to amend the original motion to include *the Redevelopment Commission grants authority to the Board of Public Works and Safety to approve an agreement on their behalf and approve payments in an amount not to exceed $18,200.* Commissioner Curtis seconded.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The amendment passed 3-0.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The original motion as amended passed 3-0.

Change Order No. 3 – Northwestern Ave. Gateway Project Phase II – Milestone Contractors

Dave Buck explained the items included in Change Order No. 3 which is a net total deduction of $55,700.00 to the contract with Milestone Contractors. The adjusted contract total is $1,950,431.72. Commissioner Miller-Wilson moved to approve Change Order No. 3 which results in a deduction of $55,700.00 to the contract with Milestone Contractors for the Northwestern Avenue Project Phase II. Commissioner Curtis seconded.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The motion passed 3-0.

Other

Salisbury Street Phase III - Dave Buck stated the Salisbury Street Phase III Project is moving quickly with bids scheduled to be opened at the November 19, 2013 Board of Works meeting. He stated a bid summary along with their recommendation will be presented at the November 20, 2013 meeting of the Commission. Commissioner Curtis moved to authorize the Board of Works to advertise, receive and open bids on behalf of the Redevelopment Commission for the Salisbury Street Phase III Project. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Miller-Wilson, Oates, Curtis

Nay:

The motion passed 3-0.

Wabash Landing Parking Garage Lighting Request – Chandler Poole stated LINK Management has reviewed existing lighting at the parking garage at the request of the Commission. The best of three quotes to retrofit the existing 134 lights was from M. P. Baker, Inc. in an amount not to exceed $42,565.00. Tom Walter from LINK Management, Inc. explained the process of retrofitting the existing lights and potential associated additional work. This is the first step of the lighting improvement project which will be a two-step process. Tom Walter indicated the initial repairs are expected to be completed in 30 – 60 days. Commissioner Miller-Wilson moved to approve the retrofit of the lighting system at the Wabash Landing Parking Garage in an amount not to exceed $42,565.00 and grant authority to the Board of Works to approve a contract and the payment of claims on behalf of the Commission. Commissioner Curtis seconded. Commission President Oates requested LINK Management keep the Commission appraised of the progress.

The roll call vote:
Aye: Miller-Wilson, Oates, Curtis
Nay:
The motion passed 3-0.

Request to Transfer Funding – Dave Buck explained details of the overrun in the KCB TIF Street Resurfacing Project. Commissioner Miller-Wilson moved to approve the transfer of $9,358.18 from line 53 (Crack Sealing) of the financial schedules to line 52 (Street Resurfacing) to cover the overage in the KCB Street Resurfacing Project. Commissioner Curtis seconded.

The roll call vote:
Aye: Miller-Wilson, Oates, Curtis
Nay:
The motion passed 3-0.

Public Comment

Public Comment was requested. The next meeting was confirmed:

Wednesday, November 20, 2013 @ 8:30 a.m.

Adjourn

There being no further new business, Commissioner Miller-Wilson moved to adjourn. Commissioner Curtis seconded. The meeting adjourned at 9:40 a.m.

Stephen B. Curtis
Secretary

Approved:

Lawrence T. Oates
President