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

January 16, 2013

The meeting was called to order at 8:30 a.m.
The Pledge of Allegiance was recited.
Mayor Dennis administered the Oath of Office to Janet Elmore.
Commissioner Gray agreed to act as Commission Secretary in the absence of Secretary Sorensen.
Commissioner Gray called the role.
Present: Steve Curtis, Susannah Hall-Justice, Larry Oates, Peter Gray, Janet Elmore, Dottie Rausch
Absent: Linda Sorensen

Old Business:

Minutes

Commissioner Curtis moved to approve the minutes of the December 19, 2012 Redevelopment Commission meeting. Commissioner Gray seconded. The minutes were approved as written 4-0. Commissioner Gray moved to approve the minutes of the January 2, 2013 Redevelopment Commission meeting. Commissioner Curtis seconded. The minutes were approved as written 4-0.

Project Updates

Public Works Director Dave Buck stated since no construction is currently underway, there are no updates. The Northwestern Avenue improvements from Lindberg Road to the roundabout at Yeager Road are the design phase. Pictures of the design progress will be presented at the next meeting. The project consultant will be at the February meeting of the Commission.

Fire Chief Tim Heath updated the Commission on the following project:

- Fire Station No. 3 – The final punch list is being addressed and expected to be completed next week.

Director of Development Chandler Poole updated the Commission on the following project:

- The ARPL Project – The construction management group, Shiel Sexton is currently assembling their project construction team. A preconstruction meeting with PRF, the City of West Lafayette and the project construction team will be scheduled.

2012 Annual Report

Commission President Oates stated the Annual Report for the Redevelopment Commission is filed annually with the Mayor. This year the report must also be certified by a member of the

Commission and uploaded to the State Gateway portal. Chandler Poole summarized the latest draft of the report. Cash expenditures were outlined in pages 4-12. Treasurer Rhodes explained the project-related cash expenditures. Changes and corrections to the report were requested. Commission Attorney Tom Brooks, Jr. requested the following entry be included after page 7: for *Grants or Loans made by the Commission: NONE.* Additional grammatical corrections were noted by the Commission. It was also noted that the reference on page 9 to Gumball Alley be changed to Chauncey Walkway (Gumball Alley.) Commissioner Gray moved to approve the 2012 Year End Report subject to a search being done on the word *Commission* to change it all to capitalization, a search being done on the word *City* changing it all to capitalization, corrections made to page 1 as detailed previously, the addition of the words, *Grants and Loans* on page 7 as detailed by the Attorney, and the addition of Chauncey Walkway (Gumball Alley.) Commissioner Curtis seconded. After further discussion, Commissioner Gray withdrew the motion. Commissioner Gray then moved to approve the 2012 Year End Report subject to the formatting and minor editing as discussed. Commissioner Curtis seconded.

The roll call vote:
Aye: Curtis, Hall-Justice, Oates, Gray
Nay:
The motion passed 4-0.

Other

There was no further old business.

New Business:

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes updated the Commission on recent financial matters. Treasurer Rhodes stated final settlements for the TIF Districts have been received; the 2013 Spending Plan as adopted can be funded. The Auditor has submitted certified assessed valuations to the State. The TIF neutralizations are complete. Financial consultant, Jim Treat, will be at the next meeting of the Commission to review the status of the TIF Districts assessed valuation increment estimate. The annual financial reporting to the trustee regarding the installment debt for Fire Station No. 3 has been completed. A planning worksheet and a financial schedule were provided and reviewed by Commission Treasurer Rhodes.

Approval to Request Bids – Street Department Wheel Loader

Street and Sanitation Department Head Dave Downey requested approval to seek bids for a new wheel loader. The bids will opened at the February 5, 2013 Board of Works meeting. Commissioner Curtis moved to approve the bid package for the Street Department wheel loader. Commissioner Gray seconded.

The roll call vote:
Aye: Curtis, Hall-Justice, Oates, Gray
Nay:
The motion passed 4-0.

Commissioner Curtis moved to authorize the Board of Works to open and accept the bids for the wheel loader at their February 5, 2013 meeting. Commissioner Hall-Justice seconded. After further discussion, Commissioner Curtis withdrew the motion. Commissioner Curtis then moved to

grant authority to the Board of Works to open the bids on behalf of the Redevelopment Commission. Commissioner Hall-Justice seconded.

The roll call vote:

Aye: Curtis, Hall-Justice, Oates, Gray

Nay:

The motion passed 4-0.

Street Department – Recycling Roll-off Container

Dave Downey requested permission to accept the low quote for the recycling roll-off container from Link Environmental Equipment in the amount of $7,774.00. Commissioner Curtis moved to accept the quote from Link Environmental Equipment in an amount not to exceed $7,774.00 for the recycling roll-off container. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Hall-Justice, Oates, Gray

Nay:

The motion passed 4-0.

Payment of Claims

Sagamore Parkway TIF Claims **$2,321.25**

Commissioner Curtis moved to pay the Sagamore Parkway TIF claims. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Hall-Justice, Oates, Gray

Nay:

The motion to approve the payment of the Sagamore Parkway TIF claims in the total amount of $2,321.25 passed 4-0.

KCB TIF Claims **$298,057.93**

Commissioner Gray moved to pay the KCB TIF claims. Commissioner Curtis seconded. The roll call vote:

Aye: Curtis, Hall-Justice, Oates, Gray

Nay:

The motion to approve the payment of the KCB TIF claims in the total amount of $298,057.93 passed 4-0.

Levee/Village TIF Claims **$167,236.90**

Commissioner Curtis moved to pay the Levee/Village TIF claims. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Hall-Justice, Oates, Gray

Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of $167,236.90 passed 4-0. Claims previously approved by the Board of Works on behalf of the Redevelopment Commission were provided for reference.

Parks and Recreation Department – Office Agreement

On behalf of Superintendent of Parks Joe Payne, Dan Dunten requested approval to accept the quote from Simon Construction and enter into an agreement for services to renovate the parks barn. The quotes were opened at the January 15, 2013 meeting of the Board of Works. Simon Construction submitted the lowest and most responsive quote for the project. Commissioner Gray moved to approve the agreement form for the renovation of the Parks barn into the City of West Lafayette Parks and Recreation Offices. Commissioner Curtis seconded.
The roll call vote:

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

Change Order No. 5 – Wabash Heritage Trail Phase 2 – INDOT

Dave Buck explained the change order for the Wabash Heritage Trail Phase 2 Project which pertains to the section of trail built inside Happy Hollow Park at the Rose Street entrance. The change order results in an increase of $900.00 to the project and brings the total contract to $896,584.90. This is the final change order for the project. Commissioner Curtis moved to approve the Wabash Heritage Trail Phase 2 Change Order No. 5 in the amount of $900. Commissioner Gray seconded.
The roll call vote:

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

Fire Department – Mini Pumper Rescue Vehicle Quotes

Deputy Chief Tony Schutter explained the benefits and uses of the vehicle. Only one quote was received. The vehicle will be plumbed and built to the Fire Department's specifications. Commissioner Curtis moved to approve the quote for the Mini Pumper Rescue Vehicle in an amount not to exceed $125,000 and the funds will come from the $100,000 line item designated Fire Utility Rescue Vehicle and the additional $25,000 will come from line item designated Command Fire Chief Vehicle under the Levee/Village TIF Planning Budget. Commissioner Gray seconded.
The roll call vote:

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

Other

There was no further new business.

Public Comment

Public Comment was requested. The meeting was confirmed:

February 13, 2013 @ 8:30 a.m.

Adjourn

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

Linda M. Sorensen
Secretary

Approved:

Lawrence T. Oates
President