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

April 17, 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, Susannah Hall-Justice, Larry Oates, Linda Sorensen, Janet Elmore
Absent: Dottie Rausch

Old Business:

Minutes

Commissioner Curtis moved to approve the minutes of the March 20, 2013 Redevelopment Commission meeting. Commissioner Hall-Justice seconded. Commissioner Sorensen moved to correct the spelling of right-*of*-way under Resolution RC 2013-2 on page 3. Commissioner Hall-Justice seconded. The motion to amend the minutes with the correct spelling of right-of-way passed 5-0. The minutes were approved as amended 5-0.

Project Updates

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

- Yeager Road Phase II (north of Kalberer) and Cumberland Ave. Phase II (between Yeager and Salisbury) - Both of the contracts were substantially completed last fall. Final punch list items are being are being addressed.

- Northwestern Ave. Phase II – Bids were received by the Board of Works and a low bid recommendation and an agreement approval will be discussed later in the meeting.

- Street Resurfacing Plans – Bids are scheduled to be accepted in May. The resurfacing project includes streets in both the KCB and Levee/Village TIF Districts.

Chief Heath commented on the following:

- Fire Department Mini Pumper Vehicle –The vehicle has been completed and is ready for pick up. The truck which can fit into parking garages will be used for medical runs throughout the City. Some extrication equipment will be carried on the truck.

Other

There was no further old business.

New Business:

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes explained the financial schedules. Pending requests and claims to be presented at today's meeting were listed on the report. The City's new financial management software project was discussed. The Redevelopment Commission has budgeted funds from each of the TIF Districts to cover a portion of the software expense. The new software will include financial and project management for the Commission. Proposals for the software have been received by the Board of Works and are currently under evaluation. The goal is to have the financial portion of the system installed by the spring of 2014.

Sagamore TIF Fund Reallocation – Yeager Road – Electricom LLC

Dave Buck explained the request which was for the final cost of utility relocation performed by Electricom LLC on the Yeager Road project. Commissioner Gray moved to approve the transfer of $5,810.00 from line item no. 12 on today's financial schedules in the Sagamore Parkway TIF District for Salisbury Street Phase 3 and Traffic Management Project to line item no. 14 to pay Electricom LLC. Commissioner Curtis seconded.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion passed 5-0.

Payment of Claims

Sagamore Parkway TIF Claims **$5,810.00**

Commissioner Curtis moved to pay the Sagamore Parkway TIF claims. Commissioner Sorensen seconded.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion to approve the payment of the Sagamore Parkway TIF claims in the total amount of $5,810.00 passed 5-0.

KCB TIF Claims **$81,924.12**

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

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion to approve the payment of the KCB TIF claims in the total amount of $81,924.12 passed 5-0.

Levee/Village TIF Claims **$292,387.39**

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

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of $292,387.39 passed 5-0. Questions about individual claims were answered by Treasurer Rhodes.

Request to Accept Quote – Wabash Heritage Trailhead Engineering Services

Parks and Recreation representative Dan Dunten requested the approval of a quote from TBird Design Services for the topographic survey and ADA redesign of the Wabash Heritage Trailhead at Indian Trail Drive in the amount of $17,500.00. Commissioner Sorensen moved to accept the quote from TBird Design Services Corporation with regard to the Wabash Heritage Trailhead at Indian Trail engineering services in an amount not to exceed $17,500.00. Commissioner Curtis seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Agreement –Wabash Heritage Trailhead Engineering Services – TBird Design Services

Commissioner Gray moved to approve the agreement by and between the City of West Lafayette and TBird Design Services Corporation for Topographic Survey and ADA Redesign of the Wabash Heritage Trailhead at Indian Trail Drive in an amount not to exceed $17,500.00. Commissioner Curtis seconded. Commissioner Gray moved to amend the contract from the City of West Lafayette Indiana to the *City of West Lafayette Redevelopment Commission.* Commissioner Curtis seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The amendment to the agreement passed 5-0.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The agreement as amended passed 5-0.

Agreement – Northwestern Avenue Improvement Project Ph. 2 – Milestone Contractors

Dave Buck said three bids for the project were received by the Clerk-Treasurer on April 12, 2013. A memorandum prepared by the Clerk Treasurer which listed the details of each of the three bids and the bid tabulation from Schneider Corporation was provided to the Commission. On the recommendation from Schneider Corporation, Dave Buck requested acceptance of the bid from Milestone Contractors for the base bid and alternates #1, 2, 3, 5, 6 and 7 and to reject alternate #4 for a total contract of $1,900,370.83. Dave Buck noted that just under $300,000.00

of the total contract will be paid by Wastewater. The project covers Northwestern Avenue from the intersection at Lindberg Road to the roundabout at Yeager. Construction is anticipated to begin on May 13, 2013 and be substantially completed by August 31, 2013. Commissioner Curtis moved to approve the agreement for the Northwestern Avenue Improvement Gateway Project Phase 2 between the Redevelopment Commission for the City of West Lafayette Indiana and Milestone Contractors LP in the amount of $1,900,370.83. Commissioner Sorensen seconded.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion passed 5-0.

Notice to Proceed – Milestone Contractors LP

Commissioner Curtis moved to authorize Dave Buck to issue the Notice to Proceed to Milestone Contractors LP for the Northwestern Avenue Improvement Gateway Project Phase 2. Commissioner Gray seconded.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion passed 5-0.

Construction Inspection Agreement – Schneider Corporation

Commissioner Sorensen moved to approve the construction inspection agreement previously approved in September 2012 between the West Lafayette Redevelopment Commission and Schneider Corporation in an amount not to exceed $115,000.00 and authorize Dave Buck to issue a notice to proceed. Commissioner Curtis seconded. Dave Buck commented that the amount was an estimate based on the number of weeks worked.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion passed 5-0.

Request to Accept Quote – KCB Trail Sealing/Crack Repairs – Straight Lines Inc.

Dan Dunten requested approval of a quote from Straight Lines Inc. in the amount of $9,637.00 for asphalt crack sealing and seal coating on various trail segments and the northern parking areas in Cumberland Park. Commissioner Gray moved to accept the quote from Straight Lines Inc. for asphalt crack sealing and seal coating on various trail system located in the KCB TIF District in the amount of $9,637.00. Commissioner Curtis seconded.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion passed 5-0.

Agreement – KCB Trail Sealing/Crack Repairs – Straight Lines Inc.

Commissioner Curtis moved to approve the agreement between the City of West Lafayette Indiana and Straight Lines Inc. in an amount of $9,637.00 for seal coating and crack repair to the trail system in the KCB TIF District. Commissioner Gray seconded. Commissioner Gray moved to amend the agreement from the City of West Lafayette to the *Redevelopment Commission for the City of West Lafayette* Indiana. Commissioner Sorensen seconded.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The amendment to the agreement passed 5-0.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The agreement as amended passed 5-0.

Request to Accept Quote – Vehicle Acquisition – Parks Department

Dan Dunten said three quotes were requested and only one quote was received from DeFouw Chevrolet for a 2013 Chevrolet Silverado truck. The quote was opened at the April 9, 2013 Board of Works meeting. He requested acceptance of the base quote of $19,305.00 less the trade-in allowance of $3,500 for a total cost of $15,805.00. The truck is part of the 2013 spending plan and listed on line #113 of the financial schedules. Commissioner Curtis moved to accept the quote from DeFouw Chevrolet for the Parks truck in the amount of $15,805.00. Commissioner Gray seconded.
The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion passed 5-0.

Other

Authorization to Board of Works – Street Resurfacing Project

Commissioner Curtis moved to grant the authority to the Board of Works of the City of West Lafayette to advertise and accept bids for the Street Resurfacing Project and act as our agent in the spending not to exceed $200,000 in the KCB TIF District and not to exceed $375,000 in the Levee/Village District with regard to street resurfacing. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen
Nay:
The motion passed 5-0.

There was no further new business.

Public Comment

Public Comment was requested. The next meeting was confirmed:
Wednesday, May 15, 2013 @ 8:30 a.m.

Adjourn

There being no further new business, Commissioner Sorensen moved to adjourn. Commissioner Curtis seconded. The meeting adjourned at 9:35 a.m.

Linda M. Sorensen
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Secretary

Approved:

Lawrence T. Oates
President