MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
609 West Navajo St., West Lafayette, Indiana
Council Chambers
Special Meeting
July 15, 2013

The meeting was called to order at 8:32 a.m.

Commission President Oates confirmed with Administrative Assistant Kervin that all proper notices of the special meeting were filed. The Pledge of Allegiance was recited. Secretary Sorensen called the role.

Present: Steve Curtis, Peter Gray, Larry Oates, Linda Sorensen

Absent: Susannah Hall-Justice, Dottie Rausch, Janet Elmore

Old Business:

Minutes

Commissioner Curtis moved to approve the minutes of the June 12, 2013 Redevelopment Commission meeting. Commissioner Sorensen seconded. Commissioner Gray requested a correction to page 4 under Supplement No. 2 Happy Hollow Road from *Commissioner Gray seconded* to *Commissioner Curtis seconded.* Commissioner Curtis moved to approve the correction. Commissioner Sorensen seconded. The amendment to the minutes was approved 4-0. The minutes were approved as amended 4-0.

Project Updates

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

- Street Resurfacing Project – Contractor Rieth Riley is working in the near campus area; primarily Grant Street and the island areas. Work is progressing well.

- Northwestern Ave. Safety Improvements Project – Includes the area between Lindberg Road and Yeager Road. Contractor Milestone has reached the intermediate completion date ahead of schedule allowing the INDOT resurfacing contract to move forward. Work by Milestone will be paused while Rieth Riley for INDOT works in the area.

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

- Happy Hollow Park – Progress has been made on the requesting of quotes for the reconstruction of the ravine footpath at the Salisbury/Grant entrance to the park. A fall construction date is anticipated. Design for reconstruction of the park entrance at Indian Trail Drive to meet ADA

requirements has been completed. A 2014 request of funds for construction is planned. ADA layout for the shelters is also being worked on with regard to the location of picnic tables.

- Wabash Heritage Trail – Installation of trailhead signs is almost complete. The trails information assessment strips will be added as soon as they are completed.

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

- City Software from Tyler Technologies – Contract with Tyler Technologies was approved by the Board of Works on June 25, 2013. The kickoff of the new financial management software is scheduled for July 16, 2013. Preliminary account set up with the Clerk's office will begin tomorrow after the kickoff. Clerk-treasurer Rhodes requested the Commission's approval to process progress payments on the contract with Tyler Technologies through the Board of Works. Commissioner Curtis moved to grant authority to the Board of Works to approve payments on behalf of the Redevelopment Commission for the installation of the financial software with Tyler Technologies. Commissioner Gray seconded.

The roll call vote:
Aye: Curtis, Gray, Oates, Sorensen
Nay:

The motion passed 4-0.

Other

Commissioner Curtis inquired about the final costs of the Cumberland Ave. reconstruction. Dave Buck commented final details regarding landscape maintenance are still being determined. He stated the final costs for the project are expected to be under budget. There was no further old business.

New Business:

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes stated payment on the debt service claims were made Wednesday, July 10, 2013. Ms. Rhodes explained that City Code authorizes the payment of debt service claims in advance of Commission approval. The debt service claims will be ratified at today's meeting. The TIF increment settlement has been received from the auditor and allows funding of the 2013 spending plan as estimated.

Payment of Claims

Sagamore Parkway TIF Claims **$0.00**
There were no claims from the Sagamore Parkway TIF District.

KCB TIF Claims **$8,106.09**
Commissioner Sorensen moved to pay the KCB TIF claims. Commissioner Gray 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 $8,106.09 passed 4-0.

Levee/Village TIF Claims **$13,000.68**
Commissioner Curtis moved to pay the Levee/Village TIF claims. Commissioner Gray 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 $13,000.68 passed 4-0.

Debt Service Claims
Commissioner Curtis moved to ratify the debt service claims previously paid in the following amounts:

KCB	First Merchants Trust	Ross Center	**$213,500.00**
	First Merchants Trust	Greenway Trail	**$245,499.95**
Levee/Village	First Merchants Trust	Wabash Landing Pkg. Garage	**$294,500.00**

Commissioner Gray seconded.
The roll call vote:
Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion passed 4-0.

Resolution RC 2013-5

Commissioner Curtis moved to approve Resolution RC 2013-5 A Resolution of the City of West Lafayette Redevelopment Commission Determination for the 2014 TIF Revenues. Commissioner Sorensen seconded. Commission President Oates stated projected 2014 revenues for each TIF District were previously reviewed by financial advisor Jim Treat at the June 12, 2013 meeting of the Commission. It was determined there was no excess valuation to pass through to the overlapping taxing units. A decision must be made prior to July 15 each year and notification made to the overlapping entities.
The roll call vote:
Aye: Curtis, Gray, Oates, Sorensen
Nay:
The motion passed 4-0.

Contract Amendment No. 1 – Cumberland Ave. Ph. 3 – American Structurepoint

Dave Buck explained the amendment to the contract with American Structurepoint related to Phase 3 of the Cumberland Avenue Reconstruction Project. The amendment is primarily for design services but also includes underground utility location and geotechnical services. Amendment No. 1 brings the contract total to $420,290.00. Commissioner Sorensen moved to approve Amendment No. 1 to the Owner-Engineer Agreement for Cumberland Avenue Phase 3 between the City of West

Lafayette Redevelopment Commission and American Structurepoint in an amount not to exceed $375,290.00. Commissioner Curtis seconded.
The roll call vote:

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

Supplement No. 3 – Happy Hollow Road – United Consulting.

Dave Buck explained the details of Supplement No. 3 to the contract with United Consulting which includes right-of-way and land acquisition services for the reconstruction of Happy Hollow Road. Commissioner Curtis moved to approve Supplement No. 3 to the contract between the City of West Lafayette Board of Public Works and Safety and United Consulting in an amount not to exceed $78,500.00 for work on Happy Hollow Road.
Commissioner Sorensen seconded.
The roll call vote:

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

Commissioner Sorensen moved to authorize the Board of Works the authority to sign the contract and to make payments on Supplement No. 3 on behalf of the Redevelopment Commission in an amount not to exceed $78,500.00. Commissioner Curtis seconded.
The roll call vote:

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

Change Order No. 2 - Northwestern Avenue Gateway Project – Milestone Contractors

Change Order No. 2 to the agreement with Milestone Contractors for the Northwestern Avenue Gateway Project was for $9,571.91 bringing the new contract total to $2,006,131.72. Dave Buck explained the four items listed in the change order. Commissioner Gray moved to approve Change Order No. 2 on the Northwestern Avenue Gateway Project Phase 2 between the City of West Lafayette Redevelopment Commission and Milestone Contractors in the amount of $9,571.91. Commissioner Curtis seconded.
The roll call vote:

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

Agreement – ATMS (Advanced Transportation Management System) – Butler Fairman & Seufert

The project which is in the 2013 Spending Plan dovetails with the Salisbury Street Phase 3 Project and the traffic management coordination beginning with the Salisbury Street Project. The agreement is for the design of the operations concept. A transfer of $6,000.00 from Development Incentives plus the original allocation of $50,000.00 will cover the $55,000.00 amount of the agreement with an additional $1,000.00 for reimbursable expenses. Commissioner Sorensen moved to approve the agreement between the City of West Lafayette Redevelopment Commission and Butler

Fairman & Seufert, Inc. for the West Lafayette Advanced Transportation Management System in the amount of $55,000.00 with up to $1,000.00 in reimbursable expenses. Commissioner Curtis seconded. The roll call vote:

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

Other

There was no further new business.

Public Comment

Public Comment was requested. The Police Department K-9 vehicle, purchased with TIF funds, was in the City Hall parking lot after the meeting. Department heads were reminded that all 2014 budget requests must be to the Clerk's office by the 31st of July. A preliminary 2014 spending plan is expected to be presented at the August meeting of the Commission. The next meeting was confirmed:

Wednesday, August 14, 2013 @ 8:30 a.m.

Adjourn

There being no further new business, Commissioner Curtis moved to adjourn. Commissioner Sorensen seconded. The meeting adjourned at 9:15 a.m.

Linda M. Sorensen
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Secretary

Approved:

Lawrence T. Oates
President