

MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
609 West Navajo St., West Lafayette, Indiana
Council Chambers
December 18, 2013

The meeting was called to order at 8:31 a.m.

The Pledge of Allegiance was recited.

Secretary Curtis called the role.

Present: Peter Gray, Susannah Hall-Justice, Larry Oates, Steve Curtis,
Janet Elmore, Johari Miller-Wilson arrived at 8:36 a.m.

Old Business:

Minutes

Commissioner Gray moved to approve the minutes of the November 20, 2013 Redevelopment Commission meeting. Commissioner Curtis seconded. The minutes were approved as written 4-0.

Project Updates

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

- Northwestern Ave. Phase II Project – Project has officially been completed. A final change order to close out the contract will be presented later on today's agenda.
- Salisbury Street Ph. III Project – Bid acceptance and a contract with Milestone Contractors for the project will be on today's agenda. The project is anticipated to start in spring of 2014.
- Cumberland Avenue Ph. III Project – Project is well underway with design. Utility coordination meetings have been held. Plans have been sent to utility companies to begin locating their facilities. Stormwater and drainage design work is underway. Meetings with various neighborhood groups and associations to recommend trail location for the section from Cumberland Avenue to Soldiers Home Road will begin next month.
- Happy Hollow Road Project – Plans are 95% complete have been submitted. The project is on target for a May 2014 letting through INDOT. Appraisal work has been completed and right-of way offers will be going out soon.
- Mid-Block Crossings Project – Tracings were submitted in early November. All right-of-way parcels have been completed. A March bid opening is anticipated. Crossing locations are Salisbury Street at the farmers market and Tapawingo near the fountain. New pavement markings and ADA improvements are included in the project.

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

- Cattail Trail Extension Project – Plans have been submitted. INDOT has not yet responded. Project is on schedule.
- Happy Hollow Park – Picnic tables for shelters have been delivered and will be installed in spring 2014.
- Happy Hollow Park Ravine Footpath Repair – Initial mobilization construction has been accomplished. Work on the project has been shut down due to weather restrictions.

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

- Wabash Landing Parking Garage Lighting – Project is moving forward. Some existing light fixtures have been replaced, additional materials have been ordered and lighting installation is nearing completion.

Redevelopment Commission Treasurer Rhodes stated the software implementation is on schedule. Project ledger planning tools are anticipated to be available in late spring or early summer 2014.

State Street Master Plan Update

Eric Lucas of MKSK provided the Commission with a summary of the progress to date on the State Street Master Plan. The State Street Master Plan is a study to determine, with input from the public, what should be done on the State Street corridor from the Wabash River to the new US 231 connection. Packets which illustrated information collected from stakeholder sessions and a community survey were distributed to the Commissioners. Eric Lucas stated work on the project is approximately 30 – 40% complete. To date, input has been received from over 500 stakeholder and citizens. Themes from previous studies, community input and MKSK's professional experience which identify potential economic opportunities and environmentally sustainable infrastructure are being developed. An additional series of meetings for the public and stakeholders will be held in January and February of next year to review some of the proposed design work for the area. The project is expected to be completed in May 2014.

Other

There was no further old business.

New Business:

ARIL Settlement Agreement

Redevelopment Commission President Oates gave a brief overview of the intended development by ARIL under the original agreement with the Redevelopment Commission, ARIL and the Purdue Research Foundation. ARIL has notified the Commission and Purdue Research Foundation that it has become impossible to fulfill their obligations under the agreement. The settlement

agreement transfers the warranty deed for the property in the Research Park back to the Redevelopment Commission and provides the Commission with the ability to develop the property for another use. Mayor Dennis commented on the settlement agreement and stated that the withdrawal was through no fault of any one entity. He stated the parcel has sewer and utilities installed and presents a good opportunity for potential future businesses. Commissioner Miller-Wilson moved to approve the settlement agreement between ARIL, the Purdue Research Foundation and the City of West Lafayette Redevelopment Commission. Commissioner Curtis seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

Nay:

The motion passed 5-0.

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes stated as the new financial system goes live, this form of schedule will no longer be used. Highlighted areas identify items that will be discussed at today's meeting. Financial consultant, Jim Treat will explain neutralization and the revenue estimates later in today's meeting.

APPIAN Contract – Year 2 Allocation

President Oates explained that APPIAN is a lobbyist organization that works for the Redevelopment Commission, Purdue University and Purdue Research Foundation. The cost is evenly split between the three entities. Dave Buck stated that although the original contract is a two-year contract only charges for the first year were under purchase order. He requested funding for the second year to cover billing for months 13 -24 of the contract. Commissioner Gray moved to approve the allocation of \$18,000 for year two of the APPIAN contract with funds transferred from the development incentives line item. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

Nay:

The motion passed 5-0.

Payment of Claims

KCB TIF Claims

\$62,900.94

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

The roll call vote:

Aye: Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

Nay:

The motion to approve the payment of the KCB TIF claims in the total amount of \$62,900.94 passed 5-0.

Levee/Village TIF Claims

\$106,258.63

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

The roll call vote:

Aye: Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of \$106,258.63 passed 5-0. Additional claims previously approved by the Board of Works on behalf of the Redevelopment Commission were provided for reference.

2014 Spending Plan

Commission President Oates stated details of the 2014 Spending Plan have been reviewed by the Commissioners and Department Heads since September 2013. Purchase orders for completed projects have been closed out. The plan has been revised accordingly and is now complete and ready to be advertised.

Financial Consultant, Jim Treat of O.W. Krohn and Associates distributed a worksheet which provided the estimated 2014 revenue for the three TIF Districts. The schedule compared last year's revenue with the projected 2014 revenues. The annual adjustment of assessed value due to the neutralization process and its effect on the base numbers was explained. The calculated 2014 gross taxes, less estimated Circuit Breaker and other adjustments, resulting in the adjusted net estimated 2014 revenues was illustrated for each TIF District. Jim Treat indicated an updated report will be provided to the Commission after the spring billing.

Details of the revised 2014 Spending Plan, including carryover purchase orders for each TIF District, were reviewed by the Commission. A question and answer session followed. Commission President Oates stated the Plan will be presented at the January 2, 2014 meeting for approval. Redevelopment Commission Attorney Tom Brooks, Jr. commented the resolution will only show the major expense categories for the appropriations. Line item detail will be included in the actual 2014 Plan as distributed to the Commission.

Contract – Milestone Contractors – Salisbury Street Ph. III

After reviewing bids and alternates, Dave Buck recommended Milestone Contractors, L.P. as the lowest most responsive and responsible bidder for the Salisbury Street Phase III Project. The contract includes the base bid, alternates No. 2, 3, and 5; alternates No. 1 and 4 were rejected. Each of the alternates was explained by Dave Buck. The contract is being funded from multiple sources including \$1,000,000 from the Levee/Village TIF District and \$444,190 from the KCB TIF District. The total contract is for \$1,664,244.82. The contract was approved by the Board of Works at their December 17, 2013 meeting. Commissioner Hall-Justice moved to approve the contract agreement between the Board of Public Works and Safety for the City of West Lafayette, Indiana and the Redevelopment Commission for the City of West Lafayette, Indiana and Milestone Contractors, L.P. for the Salisbury Street Safety Improvements Project, Phase III. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

Nay:

The motion passed 5-0.

Commissioner Hall-Justice moved to grant authority to the Board of Public Works and Safety to pay the claims associated with the contract. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

Nay:

The motion passed 5-0.

Change Order No. 4 – Milestone Contractors, L.P. – Northwestern Avenue Ph. II

Approval of Change Order No. 4 to the Contract with Milestone Contractors, L.P. was requested by Dave Buck. This is the final change order to the contract which was for additional items at the pedestrian crossing and final quantity balancing of the itemized proposal. Change Order No. 4 is a net deduct of \$30,646.26 which brings the final contract amount to \$1,919,785.46. Commissioner Curtis moved to approve Change Order No. 4 to the Northwestern Avenue Phase II Milestone Contractors contract for a deduction of \$30,646.26. Commissioner Gray seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

Nay:

The motion passed 5-0.

Other

Commission President Oates thanked Susannah Hall-Justice to her service to the citizens of West Lafayette. Bob Schauer was introduced as the new Common Council appointee to the Redevelopment Commission. Commission President Oates thanked the Commissioners and Tippecanoe County School Corp. representative, Janet Elmore, for agreeing to continue to serve.

A list of proposed 2014 meeting dates was distributed.

Public Comment

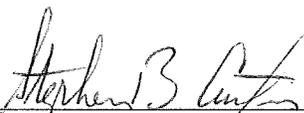
Public Comment was requested. The next meeting dates were confirmed:

Wednesday, January 2, 2014 @ 3:00 p.m.

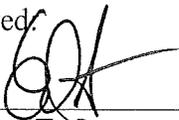
Wednesday, January 22, 2014 @ 8:30 a.m.

Adjourn

There being no further new business, Commissioner Miller-Wilson moved to adjourn. Commissioner Curtis seconded. The meeting adjourned at 10:20 a.m.



Stephen B. Curtis
Secretary

Approved: 

Lawrence T. Oates
President