MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
Morton Community Center – Multi-Purpose Room
222 N. Chauncey Avenue
West Lafayette, Indiana
May 21, 2014

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

Old Business:

Minutes

Commissioner Miller-Wilson moved to approve the minutes of the April 16, 2014 Redevelopment Commission meeting. Commissioner Gray seconded. The minutes were approved as written 5-0.

Project Updates

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

- Happy Hollow Road Project – The project is scheduled for a July 9, 2014 letting through INDOT. The construction engineering selection has been approved by INDOT and a contract with Parsons Brinckerhoff will be on the June agenda for approval. Utility relocations have begun. Construction is estimated to begin in September 2014 at the intersection of N. River and Happy Hollow Roads.

- Cumberland Avenue Ph. III Project – Plans are complete. Utility coordination is wrapping up and land acquisition is finished. The plans, specs and advertising have been approved by the Board of Works and the bid opening is June 3, 2014. A bid recommendation, contract and Notice to Proceed will be on the June Redevelopment Commission agenda. Construction is expected to begin in July 2014.

- Salisbury Street Ph. III Project – Construction at the intersections and traffic signals is progressing well. Waterline relocation has begun at Salisbury and Navajo Streets. Construction is set to begin as the waterline work is completed. Traffic detours were reviewed – and will begin with southbound traffic on Salisbury Street through June and northbound traffic in July.

- Navajo St., Ph. I Project – Work has begun by Fairfield Contractors and is progressing quickly. A completion before the end of May is expected with favorable weather conditions.

- Mid-Block Crossings Project –INDOT has entered into contract with Signal Construction. A pre-construction conference was held on April 29, 2014. The project is scheduled to begin after

Memorial Day starting with the Tapawingo crossing location followed by the Salisbury Street Farmers Market crossing in late June.

- Cattail Trail Extension Project – A July 9, 2014 letting is scheduled for the project. A claim from INDOT is expected to be presented at the July Redevelopment Commission meeting assuming favorable bids are received. The project includes construction of new trail from the Yeager and the Northwestern roundabout up to the corner at Cumberland and US 52.

- 2014 Street Resurfacing Project – Bids were opened by the Board of Works on May 7, 2014. A contract with the low bidder, Rieth Riley Construction Co., Inc. was approved by the Board of Works on May 20, 2014. The agreement is on today's agenda for ratification by the Commission.

- Northwestern Avenue Safety Improvements Phase III – The Board of Works has approved the Plans, Specifications, and Advertising for the project. Bids will be received on June 17, 2014. Approval of a contract and a Notice to Proceed are expected to be on the June 18, 2014 Commission agenda with construction to start immediately thereafter. The various aspects of the project were reviewed. All concrete work is expected to be completed by August 8, 2014.

- Wabash Heritage Trail – Notification has been received that INDOT will be refunding a total of $203,023.28 for Phase I and Phase II of the Wabash Heritage Trail Project.

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

- Ravine Footpath Repair Project – Work with the contractor is underway to develop a scope that will fit within the 2014 Spending Plan appropriation and should be ready for approval at the June 18, 2014 Commission meeting. The trail is posted as closed however it is still being used.

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

- Fire Station No. 3 – Items to be corrected from the one-year inspection are nearly complete. The remaining items are weather dependent and should be completed soon.

State Street Master Plan

An executive summary of the plan to-date was provided by Eric Lucas of MKSK. A complete report should available in the next several days which will include all of the analysis and inventory work that served as the basis for the executive summary. Progress and input from public meetings, stakeholder sessions, and individual interviews which have been held since the last report to the Commission, was included. The overall concepts, various components and specific recommendations of the plan were discussed. Commission President Oates expressed his appreciation for the excellent work done by MKSK which included extensive community input in the creation of the plan. Questions and comments were requested.

Other

There was no further old business.

New Business:

Review of Financial Schedules

The May financial schedules were presented.

Payment of Claims

Sagamore Parkway TIF Claims **$54,588.76**

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

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion to approve the payment of the Sagamore Parkway TIF claims in the total amount of $54,588.76 passed 5-0.

KCB TIF Claims **$64,745.05**

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

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion to approve the payment of the KCB TIF claims in the total amount of $64,745.05 passed 5-0.

Levee/Village TIF Claims **$32,972.72**

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

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of $32,972.72 passed 5-0. Additional claims previously approved by the Board of Works on behalf of the Redevelopment Commission were listed for reference.

Financial Update

Redevelopment Commission financial consultant, Jim Treat of O. W. Krohn and Associates provided an updated Summary of the 2014 Billing Abstract which illustrated the projected 2014 net tax billed and the estimated 2014 revenues for each of the three TIF Districts. Comparisons of the 2014 spring billing estimate to the December 13, 2013 estimates were explained. In keeping with the Commission's conservative approach, it was recommend that an adjustment of half of the anticipated revenue increase be added to the 2014 Spending Plan; $483,276 in the Levee/Village, approximately $45,000 in the Sagamore Parkway and $107,464 in the KCB TIF Districts.

Resolution RC 2014-8 Confirmatory Resolution

Commissioner Gray moved to approve Resolution RC 2014-8 A Resolution of the City of West Lafayette Redevelopment Commission Confirming its Resolution Declaring an Area in the City

of West Lafayette as an Economic Development Area and Approving an Economic Development Plan for Said Area. Commissioner Miller-Wilson seconded. Mr. Richard Starkey of Barnes & Thornburg LLP explained the resolution is the final step in the process of designating a new economic development area as an "Allocation Area" and approving the "West Lafayette 231 Purdue Economic Development Plan" for said area. Questions and comments were requested of the Redevelopment Commission.

Public comment was requested. Zachary Baiel commented on Resolution RC 2014-8. There was no additional public comment.

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion passed 5-0.

Resolution RC 2014-9 Confirmatory Resolution

Commissioner Gray moved to approve Resolution RC 2014-9 A Resolution of the City of West Lafayette Redevelopment Commission Confirming its Resolution Declaring an Area in the City of West Lafayette as an Economic Development Area and Approving an Economic Development Plan for Said Area. Commissioner Miller-Wilson seconded. The resolution confirms the designation of the new economic development area as an "Allocation Area" and approves the "West Lafayette 231 North Economic Development Plan" for said area. Questions and comments were requested of the Redevelopment Commission.

Public comment was requested. Zachary Baiel commented on Resolution RC 2014-9. There was no additional public comment.

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion passed 5-0.

Agreement – Historic Preservation Services – Wahl Architecture Studios, LLC

Chandler Poole requested approval of the agreement with Wahl Architecture, LLC for as needed project oversight with regard to historic preservation services. Commissioner Miller-Wilson moved to approve the Agreement between the West Lafayette Redevelopment Commission and Wahl Architecture Studios, LLC for historic preservation services in an amount not to exceed $3,400.00. Commissioner Curtis seconded.

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion passed 5-0.

Funding Request – Community Foundation Grant Award – Cumberland Park

Joe Payne stated the $24,160.00 grant was awarded through the Parks and Recreation Foundation. Grant funds are released on a reimbursement basis. Details of the project were explained by Joe Payne. A concrete pad and a shade sail to cover and protect the entire public dining court area at the Sagamore West Farmers Market will be installed with the grant funds. Commissioner Miller-Wilson moved to approve an amount not to exceed $34,160.00 from line 61 Cattail Trail Extension Construction to be used for a public dining court at the Sagamore West Farmers Market with the understanding and that $24,160.00 will be refunded by the West Lafayette Parks and Recreation

Foundation from the Community Foundation of Greater Lafayette grant of $24,160.00 and the additional $10,000.00 will be transferred from line 40, Right-of-Way Maintenance. Commissioner Gray seconded.

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion passed 5-0.

Acceptance of Warranty Deed – Cumberland Ave. ROW - Parcel #9 WLCSC

Dave Buck stated the parcel has been donated by the West Lafayette Community School Corporation. The transfer has been recorded and this is the final step in the Cumberland Avenue right-of-way land acquisition. Commissioner Curtis moved to accept the Warranty Deed from the West Lafayette Community School Corporation for right-of-way Parcel #9 in the Cumberland Avenue Ph. III Project. Commissioner Gray seconded.

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion passed 5-0.

Ratify Agreement – 2014 Street Resurfacing Project – Rieth Riley Construction Co.

Dave Buck requested ratification of the agreement to the lowest and most responsive bidder, Rieth Riley Construction Co., for the 2014 Street Resurfacing Project. Since the project is also funded from other City Departments, the agreement was approved by the Board of Works on May 20, 2014. Specific improvements included in the project were reviewed. Commissioner Miller-Wilson moved to ratify the agreement for the 2014 Street Resurfacing Agreement with Rieth Riley Construction Co. which was approved by the West Lafayette Board of Works using funding from the Sagamore TIF District line item #12 in the amount of $77,663.55 and from line #111 in the amount of $200,000.00 and line #112 in the amount of $100,000.00 from the Levee/Village TIF District. Commissioner Gray seconded.

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion passed 5-0.

Commissioner Gray moved to grant the West Lafayette Board of Works the authority to approve and pay claims on behalf of the West Lafayette Redevelopment Commission with regard to the 2014 Street Resurfacing Project. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis

Nay:

The motion passed 5-0.

BOW Authorization – Northwestern Ave. Ph. 3 – Plans, Specs, Advertising, Bids & Open Bids

Commissioner Gray moved the West Lafayette Redevelopment Commission grant the Board of Works the authorization to approve the plans, specifications, advertising, bids and to open bids on

June 17, 2014 and that the West Lafayette Redevelopment Commission ratify the prior actions of the West Lafayette Board of Works with regard to the Northwestern Avenue Phase III approval of the plans, specifications, advertising and bids. Commissioner Schauer seconded.
The roll call vote:

Aye: Gray, Miller-Wilson, Schauer, Oates, Curtis
Nay:
The motion passed 5-0.

Other

Commission President Oates stated the update on the new TIF legislation to be provided by Commission Attorney, Tom Brooks, Jr., has been postponed to the June meeting.

Referring to the information that was provided by financial advisor, Jim Treat, Commission President Oates noted an increase of almost a half million dollars in the Levee/Village TIF District. Consideration of replacing Engine No. 2 out of Fire Station No. 2 on Navajo Street was requested by Fire Chief Tim Heath. Repairs to Engine No. 2 are costly and are becoming more frequent. Chief Heath was directed to develop a plan, obtain quotes and report back to the Commission.

Commission President Oates stated the pass-through discussion and determination for assessed value will occur at the June meeting in order to meet the required July 15 deadline. Financial advisor Jim Treat will review the cash flow and offer his recommendation at the June meeting of the Commission.

There was no further new business.

Public Comment

Public Comment was requested. Zachary Baiel commented on several topics. No additional public comment was made. The next meeting of the Commission was announced.

Wednesday, June 18, 2014 @ 8:30 a.m.
Morton Community Center – Multi-purpose Room

Adjourn

There being no further new business, Commissioner Miller-Wilson moved to adjourn. Commissioner Schauer seconded. The meeting adjourned at 10:00 a.m.

Stephen B. Curtis
Secretary

Approved:

Lawrence T. Oates
President