

**MINUTES**  
**WEST LAFAYETTE REDEVELOPMENT COMMISSION**  
**Morton Community Center – Multi-Purpose Room**  
**222 N. Chauncey Avenue**  
**West Lafayette, Indiana**  
**June 17, 2015**

The meeting was called to order at 8:33 a.m.

The Pledge of Allegiance was recited.

Secretary Steve Curtis called the role.

Present: Peter Gray, Larry Oates, Bob Schauer, Steve Curtis, Patrick Hein, Johari Miller-Wilson (showed up after roll call was taken)

Absent: Brian Bittner

**Old Business:**

Minutes

Commissioner Curtis moved to approve the minutes of the May 20, 2015 Redevelopment Commission meeting. Commissioner Gray seconded.

Commissioner Gray moved to amend the minutes of May 20, 2015 to change on Page 3 under the section that's bullet pointed "Happy Hollow Bridge" to change Ravinia to Ravine. Commissioner Curtis seconded. The amendment was approved 4-0.

The minutes were approved as amended 4-0.

Project Updates

Parks and Recreation Superintendent Janet Fawley updated the Commission on the following projects:

- Happy Hollow Ravine Footpath – No quotes were submitted by June 10. The RFQ has been re-issued with a June 30 deadline. Those quotes will be accepted by the Board of Works as originally planned.
- Cattail Trail – Punch list and walkthroughs are all that need to be completed.
- Garden Street Project – Grass is growing. Fencing needs to be completed and then that project will be done.
- Tapawingo Park – On the agenda as item "L" under new business. The decision has been made to look for a design build service rather than just design to keep the money in check.

- Bobcat has been received.

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

- Happy Hollow Road – Work is progressing and culvert is in. Traffic is now coming across the culvert to access the water company’s business office there and the homes on that side in Catherwood. The intersection is closed at River Road and traffic is adjusting to the new detour. Several message boards have been installed. There has been newly identified utility conflicts for both the gas and water companies on the northern end of the job on top of the hill. Working with those utilities and the on-site inspection firm to either relocating the utilities or adjusting the design. With the time constraints we are looking to revise the storm sewer design to avoid those conflicts. Work in the intersection should be completed mid-July and then work going up the mainline removing pavement will begin.
- Cumberland Avenue Ph. III Project – Work is progressing. New curbs are down and driveways have been poured. Work on concrete sidewalks has begun. Intersection of Salisbury remains closed for through traffic on Cumberland, open for North/South traffic on Salisbury. They’ll be shifting sides soon. The traffic signal has been taken down and the new one will go up in a couple of weeks. This will likely be finished the first week of July.
- Cattail Trail Extension – Majority of the pay items and work has been completed. It is ready to schedule a punch list inspection and walkthrough with the inspector.
- Northwestern Avenue Safety Improvements, Ph. 4 – Near Morton along Northwestern Avenue from North Street up to Grant Street, Milestone is working on the new curbs, sidewalks and traffic islands. For the next two weeks they’ve closed southbound northwestern which will be detoured on Wiggins to Vine Street. Work is also happening for the new traffic signal and new ADA improvements at Cherry Lane. There is work between Cherry and Lindbergh for new conduits for the lighting and fiber optic lines. Abby Manor has approved the offer to purchase the land.
- 5<sup>th</sup> and 6<sup>th</sup> Street Sidewalk Repair Project – Moving along smoothly. 5<sup>th</sup> Street is wrapping up and they’ll be moving to 6<sup>th</sup> Street in a couple of weeks.
- Ravinia Sidewalks – These are complete.

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

- IMI Building – The groundbreaking for this project will take place on June 23 at 10:00 a.m. Everyone is invited.

#### Other

There was no further old business.

**New Business:**

Review of Financial Schedules

The May 2015 financial schedules were presented by Treasurer Rhodes.

Payment of Claims

**Sagamore TIF Claims** **\$5,611.00**

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

The roll call vote:

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

**Nay:**

The motion to approve the payment of the Sagamore TIF claims in the total amount of \$5,611.00 passed 5-0.

**KCB TIF Claims** **\$680,532.98**

Commissioner Gray moved to pay the KCB TIF claims. Commissioner Schauer seconded.

The roll call vote:

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

**Nay:**

The motion to approve the payment of the KCB TIF claims in the total amount of \$680,532.98 passed 5-0.

**Levee/Village TIF Claims** **\$65,999.33**

Commissioner Gray moved to pay the Levee/Village TIF claims. Commissioner Miller-Wilson seconded.

The roll call vote:

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

**Nay:**

The motion to approve the payment of the Levee/Village TIF claims in the total amount of \$65,999.33 passed 5-0.

Confirmatory Resolution RC 2015-8

Commissioner Curtis moved to approve RC 2015-8 a Resolution of the City of West Lafayette Redevelopment Commission Confirming its Resolution Amending Redevelopment and Economic Development Plans in Certain Areas in the City of West Lafayette. Commissioner Miller-Wilson seconded. Attorney Tom Brooks spoke regarding this matter. The Declaratory Resolution that was passed last month was submitted to the Area Plan Commission and they approved the plan amendments. The Council approved the plan amendments on June 1<sup>st</sup>. This Resolution is confirming the legacy TIF projects. The meeting was opened up for public comment with no members of the public commenting on the proposed Resolution.

The roll call vote to approve the motion:

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

**Nay:**

The motion was passed 5-0.

Resolution RC 2015-9

Commissioner Gray moved to approve RC 2015-9 A Resolution to Appropriate a Grant from the Federal Highway Administration. Seconded by Commissioner Miller-Wilson. This is for the Happy Hollow construction inspection. INDOT now requires the payment of invoices prior to reimbursing the City. It takes approximately 4-6 weeks before we receive reimbursement from INDOT. Treasurer Rhoades spoke regarding this new process. The State now considers an expense a cash disbursement approval, not simply an invoice. The trigger date to make the draw is the date disbursement is approved.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

Resolution RC 2015-10

Commissioner Gray moved to approve Resolution RC 2015-10 A Resolution to Authorize the West Lafayette Redevelopment Commission to Apply to the Indiana Economic Development Corporation for Designation of a Certified Technology Park. Commissioner Curtis seconded. Director of Development Chandler Poole spoke regarding this Resolution. The airport area of the Purdue campus was annexed by the City of West Lafayette in 2013-2014. The University and the City have been working with the Indiana Economic Development Corporation to create a Certified Tech Park in that area. This application is for Rolls Royce to locate some of their operations inside the Certified Tech Park. Tom Brooks stated that this resolution is to authorize the Mayor to sign the application for the Certified Tech Park. The application will go to the Common Council at their next meeting. Once it's approved by Council it will go to the Indiana Economic Development Corporation. Commissioner Schauer asked if there are limitations to what specific businesses that can go into the Park. Mr. Poole stated that this boundary is all controlled by Purdue or Purdue Research Foundation so they have a say in what can go in there. The entire purpose of the Tech Park is to get technology companies to locate there.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

First Amendment to the Certificate Purchase and Continuing Covenants Agreement – Fire Station Financing

Commissioner Miller-Wilson moved to approve this agreement. Commissioner Gray seconded. Regions Bank has agreed to the request of the Redevelopment Commission to eliminate the requirement to maintain a \$250,000 deposit amount during the term of the Certificate of

Participation Obligation. They are doing this as a good-will toward the Redevelopment Commission to show their support for the City. Commissioner Oates explained this was in regards to the Fire Station Financing. The original agreement required that there be \$250,000 held in the bank. This agreement will change that requirement.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

Agreement – BF&S – P3 Assistance for State Street and Perimeter Parkway

Commissioner Curtis moved to approve the Agreement with Butler, Fairman and Seufert, Inc. for P3 Assistance for State Street and Perimeter Parkway. Commissioner Gray seconded. Public Works Director David Buck asked the Commission's approval on an agreement with BF&S to provide staff assistance for primarily the Engineer's office or any other city department that has been putting a lot of time into the State Street Project. Mr. Buck stated they were going to use Levee/Village TIF Development Incentives line item to assist with paying for this. The Happy Hollow Contingency can also be used. The 2015 amount would be \$195,000. The 2016 we would forecast not to exceed \$195,000. Treasurer Rhodes suggested that \$100,000 be taken from Happy Hollow and the remainder from Development Incentives. Treasurer Rhodes stated that a motion to transfer will need to be done from Road Construction to Engineering Services.

Commissioner Schauer motioned to transfer \$100,000 from Happy Hollow, Line 10 Road Construction to Engineering Services. Commissioner Gray seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

Commissioner Gray motioned to designate \$95,000 out of Development Incentives line item No. 6 from Levee/Village TIF projects along with designating \$100,000 out of line item No. 10 the happy Hollow Road Project to pay for a potential contract between the City and Butler, Fairmen & Seufert. Seconded by Commissioner Miller-Wilson.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

Commissioner Curtis motioned to approve an Agreement between the City of West Lafayette Redevelopment Commission and Butler, Fairman and Seufert for and Engineering Services Agreement for P3 assistance to State Street and Perimeter Parkway in an amount not to exceed \$360,000 of which \$195,000 will be paid out of 2015 funds and the balance will be paid out of 2016 funds). Seconded by Commissioner Gray.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

### Change Order No. 3 – Cumberland Avenue Phase III

Public Works Director David Buck requests that the Commission approve Change Order No. 3 in the amount of \$18,717.29. The changes include sump pump repairs, grade differential and phase line, gas line stone removal and storm sewer revisions at the intersection of Henderson & Cumberland Ave. Commissioner Schauer motioned to approve Change Order No. 3 between the City of West Lafayette Redevelopment Commission and Milestone Contractors in the amount of \$18,717.29. Seconded by Commissioner Curtis.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

### Change Order No. 4 – Cumberland Avenue Phase III

Public Works Director David Buck requests that the Commission approve Change Order No. 4 in the amount of \$98,407.95. This change is to add additional lighting. The payment is going to come from the additional \$300,000 legacy TIF. Commissioner Gray motioned to approve Change Order No. 4 to the Cumberland Avenue Project in the amount of \$98,407.95. Seconded by Commissioner Curtis. This would come from Line 4 from the KCB TIF.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

### Change Order No. 1 – Northwestern Phase IV

Public Works Director David Buck requests that the Commission approve Change Order No. 1 in the amount of \$213,081.25. This change order has to do with quite a bit of lighting items in the Northwestern project. The first segment of items are reducing and taking out lighting items from the base bid. Some of these items we've purchased separately on an invoice you've already approved with lighting services of Indiana to purchase the lighting fixtures themselves so this is deducting the duplicity out of that contract. The other items are adjustments needed to the contract to add adjustment number 1 bid which those unit price item. The ornamental lighting is included. The other items are all tributary to the alternate bid number 3 for putting in the fiber optic connection. The net add is \$213,081.25. This will come out of the Legacy Bonds in the Levee/Village TIF. Commissioner Curtis motioned to approve the change order between the City of West Lafayette Redevelopment Commission and Milestone Contractors in the amount of \$213,081.25. Commissioner Miller-Wilson seconded. This approval will be subject to the funding from the Levee/Village Legacy TIF bonds. Mr. Buck will provide the Commission with a full

accounting of how the Commission will disburse that money out of those bonds and other accounts by the next meeting.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

#### Quote Acceptance – Wintek

Public Works Director David Buck requests Quote acceptance from Wintek in the amount of \$46,959.00. This is part of the ATMS and fiber run on the east side of Northwestern. This wasn't able to be afforded in Phase 3. Wintek will run the fiber and connect all the traffic signals. This will need to be paid out of line 15 and possibly line 14c as well as the Legacy TIF loans that will be available. Mr. Buck will include this in the schedule to present at the next meeting. Commissioner Miller-Wilson motioned to approve the quote between the City of West Lafayette Redevelopment Commission and Wintek in the amount of \$46,959.00. Commissioner Schauer seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

#### Tax Abatement Compliance Summary

Director of Development Chandler Poole provided this summary to the Commission for information purposes only. There is no formal action that needs to be taken. There are eight active tax abatements in the Purdue Research Park and all of them are in compliance. They've either met or surpassed their employment goals, salary goals or real estate investment goals. This will be taken to Council in July.

#### Task Order #1 – Mike Swan

Director of Development Chandler Poole stated that we have a Professional Services Agreement with Mike Swan of Cube and Company to help the City out on small projects that we need to work on. Task Order No. 1 is for a concrete dumpster pad. There are dumpsters located at the West end of the alleyway that goes between the back side of the library parking garage and an apartment complex by Eclectic Hair. Mr. Poole would like to move them to a middle point in the alley way to make it easier for firetrucks and emergency vehicles to get in the alley if needed. Mr. Swan will do work regarding how we can do it, where we can place the dumpsters and get estimated costs. This will be taken out of line item No. 6, Development Incentives. Commissioner Miller-Wilson motioned to approve Task Order No. 1 between the City of West Lafayette Redevelopment Commission and Cube and Company in an amount not to exceed \$972.00. Seconded by Commissioner Schauer.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

### Other

Treasurer Rhodes spoke regarding an error with claims in the Levee/Village District. The listing of claims that was filed with the Commission had two omissions. They do appear on the financial schedules. One was an \$18,000 invoice from O.W. Krohn and Associates for financial advisory services and the other was \$19,208.28 invoice from Parsons Brinckerhoff, Inc. for Happy Hollow construction engineering. Treasurer Rhoades suggested removing them from the docket and having them considered at next month's meeting. Commissioner Oates confirmed that the total claims for Levee/Village should have been \$92,435.33. Commissioner Oates and Treasurer Rhodes spoke regarding the error. The two invoices that were missed were actually missed were an \$18,000 invoice from O.W. Krohn and Associates and an \$8,436.00 to Withered Burns. The new claim run total should be \$92,435.33. The original set of claims were \$65,999.33. The difference is \$26,436.00.

Commissioner Miller-Wilson motioned to pay additional claims out of the Levee/Village TIF district in the amount of \$26,436.00. Seconded by Commissioner Gray.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oats, Schauer, Curtis

**Nay:**

The motion was passed 5-0.

Public Works Director David Buck spoke regarding Appraisal fees in the amount of \$700.00. This will likely come out of a line item that requires a transfer. This wouldn't be considered a construction fund. This should be made a part of the schedule that Mr. Buck will be working on. The payment for the land itself will be a part of a transfer for the Northwestern project.

### Public Comment

Public Comment was requested. The next meeting of the Commission was confirmed.

**Wednesday, July 15, 2015 @ 8:30 a.m.  
Morton Community Center – Multi-purpose Room**

### Adjourn

There being no further new business, Commissioner Miller-Wilson moved to adjourn. Commissioner Curtis seconded. The meeting adjourned at 9:53 a.m.

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Stephen B. Curtis  
Secretary

Approved:

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Lawrence T. Oates  
President