MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
Morton Community Center – Multi-Purpose Room
222 N. Chauncey Avenue West Lafayette, Indiana
July 20, 2016

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

The Pledge of Allegiance was recited.

Secretary Johari Miller-Wilson called the roll.

Present: Larry Oates, David Sturgeon, Chris Campbell, Johari Miller-Wilson, Patrick Hein, Brian Bittner

Absent: Jon Speaker

Old Business

Approval of the June 22nd, 2016 Minutes

Commissioner Johari Miller-Wilson moved to approve the meeting minutes for June 22, 2016 and Commissioner David Sturgeon seconded. The minutes were approved unanimously.

Project Updates

Happy Hollow Road

Public Works Director Dave Buck spoke about the Happy Hollow Road project. Last month, new pavement on the east side of the road was about to commence along with connecting the cul-de-sac to the new paved road, after changing the grade of the road, on July 7th. Mr. Buck thanked the Fire and Police Department for their help that day for directing traffic and the transition went smoothly. They planned on paving from about 9 a.m. to about 4 of 5 p.m. but finished around 1 p.m. Mr. Buck continued to state that the Contractor did an excellent job and the residents were very cooperative, so the whole process went off without a hitch. Traffic is still south bound only from Sagamore Parkway to River Road on the new pavement, new sewer lines are to be installed and there is still old pavement that needs to be removed as well as grade changes. The project is still on track for the road to be open to two-way traffic in November and finish trail work and incidental side road work next Spring.

President Oates reminded the Commission and public that there is a stop sign in place coming off of the ramp from Sagamore Parkway onto Happy Hollow Road, so motorists should be aware and drive cautiously.

CSO Project

Mr. Buck spoke about the CSO project. Two pipe crews have been installing 96" pipe. One crew started at the railroad bridge moving north on River Road and another crew installing pipe on Brown Street up to the Fowler-Wiggins Bridge crossing where crews are changing pipe size from 96" to 60" underneath that bridge all the way to Quincy Street. There is also a jack and borer work near the railroad bridge, jacking a 48" pipe. Milestone has been working on constructing retaining walls along Williams Street going up the hill and the corner of Salisbury, as well as replacing existing retaining walls. Fill was being placed at Tapawingo

& State Street intersection and raising the grade several feet. There is also waterline work being installed along Tapawingo.

Parks Department Updates

Janet Fawley, Parks Department Head, spoke on three projects. She has been working with Dave Buck and Ed Garrison on the Kinston Trail project regarding the civil engineering portion and hoping to submit that information to the Indiana Department of Transportation for the permitting process soon.

Ms. Fawley also spoke about the Cumberland Park playground. The Kiwanis club continues to fundraise to install additional two pieces to that playground, so construction fences will continue to be up around the park. Ms. Fawley stated that Bob Rohrman Subaru donated another $20,000.00 towards the project and she hopes another $20,000.00 will be donated towards the project.

The Happy Hollow Ravine footpath is close to completion. There will be railings that will be fabricated and installed, and the Parks Department is doing everything they can in hopes that the footpath will be open yet this summer.

Staff Update from Mayor Dennis

The Mayor informed the Commission that he hired a new Director of Development, who came from Lexington, Kentucky, Erik Carlson. He worked in Louisville, Kentucky where he was intimately involved with development, city greenspace, and art initiatives in the downtown Louisville area. He currently resides in Lafayette, and will begin working for West Lafayette August 1st.

Joint Board Updates

Mr. Peterson stated that the work to make Russell Street a two-way street has started and a stop light will be added at the intersection of Russell and Third Street. Honors college dorms continue to be under construction, trying to wrap up this summer, followed by further building construction across the street. There will also be a traffic signal added at Russell and Stadium. The lane striping that will be placed will be temporary due to further construction that will not be completed until next summer. Everything is on schedule for the two-way street conversion August 8th. The public will be notified about the conversion through street signs and other various outlets.

Mr. Peterson spoke about Todd's Creek. Stump removal and survey will happen July 15th, earth will be moved during August and September, and seed and planting will occur in October and November of this year. Horticulture Park will remain closed to the public during this construction for safety concerns The Park will open in the spring with restricted access.

Mr. Peterson spoke about the design process for State Street project. He explained that the process is moving forward on schedule. Final designs for Airport Road will be completed by July of next year. Construction for Airport Road will begin 2018. He stated that Browning hired a firm out of Baltimore for their Master Planner as well as Schneider, a local civil engineering firm for Airport Road planning. A land use plan will be developed soon. President Oates asked when the Commission will be updated on Airport Road and the design changes. Mr. Peterson said he will have to follow up with Browning and updates would probably be in August.

Commissioner Chris Campbell joined the Redevelopment Commission meeting.

Financial Schedules

Peter Gray explained to the Commission that all materials were presented to the Commission in their meeting packets. President Oates spoke about a document in the meeting packet that explains the allocated fund for July and items that funds will be release for various departments and their requests. He continued by stating next meeting, the next spending plan will be developed for the Commission to review.

Resolution No. 2016-13

This resolution is for authorizing an increase of appropriated funds from the originally approved spending plan. Funds would be from the KCB TIF district, which would be used to help the County finish Yeager Road within the city limits. Dave Buck spoke about this project and the history of this project. Commissioner Sturgeon moved to authorize an increase of appropriating funds from the original approved spending plan and was seconded by Commissioner Campbell. President Oates requested comment on the resolution from the public. There was no public comment.

A roll call vote was taken.

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:

Approval of Claims

There were two sets of claims that needed approval by the Commission. First set of claims were payments for outstanding debt.

Levee/Village TIF Claims **$302,238.53**

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

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of $302,238.53 passed 4-0.

KCB TIF Claims **$535,122.87**

Commissioner Sturgeon moved to pay the KCB TIF claims. Commissioner Campbell seconded.

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:
The motion to approve the payment of the KCB TIF claims in the total amount of $535,122.87 passed 4-0.

Sagamore Parkway TIF Claims **$9,738.53**

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

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:
The motion to approve the payment of the Sagamore TIF claims in the total amount of $9,738.53 passed 4-0.

Levee/Village TIF Claims-State Street Funding **$89,750.00**

Commissioner Sturgeon moved to pay the Levee/Village TIF claims-State Street Funding. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:
The motion to approve the payment of Levee/Village TIF claims-State Street Funding in the total amount of $89,750.00 passed 4-0.

Metro FiberNet Allocation-Tax Increment Transmittal **$28,314.48**

Commissioner Miller-Wilson moved to pay the Metro FiberNet Allocation-Tax Increment Transmittal. Commissioner Sturgeon seconded.

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:

The motion to approve the payment of the Metro FiberNet Allocation-Tax Increment Transmittal in the total amount of $28,314.48 passed 4-0.

Second Set of Claims

US 231 North TIF Claims **$1,204.59**

Commissioner Sturgeon moved to pay the US 231 North TIF Claims. Commissioner Campbell seconded.

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:

The motion to approve the payment of the US 231 North TIF claims in the total amount of $1,204.59 passed 4-0.

Levee/Village TIF Claims-State Street Funding **$662,195.56**

Commissioner Sturgeon moved to pay the Levee/Village TIF claims-State Street Funding. Commissioner Campbell seconded.

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:
The motion to approve the payment of Levee/Village TIF claims-State Street Funding in the total amount of $662,195.56 passed 4-0.

KCB TIF Claims **$317,094.58**

Commissioner Sturgeon moved to pay the KCB TIF claims. Commissioner Campbell seconded.

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:
The motion to approve the payment of the KCB TIF claims in the total amount of $317,094.58 passed 4-0.

Sagamore Parkway TIF Claims **$24,113.38**

Commissioner Sturgeon moved to pay the Sagamore TIF claims. Commissioner Campbell seconded.

The roll call vote:

Aye: Chris Campbell, David Sturgeon, Larry Oates, Johari Miller-Wilson
Nay:
The motion to approve the payment of the Sagamore Parkway TIF claims in the total amount of $24,113.38 passed 4-0.

Approval Request—West Lafayette Police Department

Deputy Chief Troy Harris requested payment for four Ford Explorers and the equipment to outfit each unit. The purchase price per vehicle was $27,131.20, for a total of $108,524.80. The total for the equipment to outfit the vehicles was $34,681.50. The total funds requested for payment is $143,206.30.

President Oates questioned if the cost is within the budgeted funds. Harris confirmed yes, the cost was within budget. Commissioner Sturgeon asked if these four vehicles are replacements for current vehicles within the fleet. Harris explained that they are additions and replacements. He continued by stating that if a new officer moves into the city, they are assigned a take-home vehicle and as vehicles are rotated out of the fleet, they are moved to other places in the city, strictly for city use. President Oates spoke about previous leasing policies and why the City changed to purchasing vehicles. He further spoke about the purchasing policies for the Redevelopment Commission and the need to present estimates before purchasing. Commissioner Miller-Wilson moved to pay approve the purchase of vehicles for the West Lafayette Police Department and direct the Board of Works to pay the claim on the behalf of the

Redevelopment Commission not exceed $143,206.30. Commissioner Sturgeon seconded. The motion was approved unanimously.

West Lafayette Farmers Market Improvements—Additional Request for Crosswalk

Beverly Shaw spoke about the request to approve the change order for a current contract with Cube & Company, Inc., who is managing the Farmers Market Improvements. The request to expand the scope and add a crosswalk that enters directly into the Farmers Market, rather use the current crosswalk that enters the Market through the vehicle entrance, which she explained is a major safety concern. The new crosswalk will be handicapped accessible. The original contract with Cube & Company, Inc. came to a total of $7,020.00. The expanded scope of this project, which now includes an improved walkway into the market, increases the contract price by $432.00.

President Oates asked if the approved budget for the Market Improvements was $100,000 and if this change order keeps this project within budget. Shaw explained that this change order does stay within budget. Commissioner Sturgeon moved to approve the change order and Commissioner Campbell seconded. The motion was approved unanimously.

West Lafayette Farmers Market Improvements Contracts

Beverly Shaw spoke about the Farmers Market Improvements and the written Contracts that the Redevelopment Commission was being asked to enter with M.P Baker Electric and Milestone Contractors LP. Mike Moss, from Cube & Company Inc. spoke about the project. M.P Baker Electric was the low bid for the electrical work at $35,350.00, which will cover a new electrical panel behind the concession stand, lighting to illuminate the pavilion, and electrical work with weatherproof receptacles within the tree islands. Commissioner Sturgeon asked if there were new islands that are being added to the parking lot, which Moss said yes. Beverly Shaw spoke about Milestone and the proposed work to install tree islands as well as install the new crosswalk into the market. The total cost for all these improvements is $48,825.00, which brings the total cost of the market improvements to $84,375.00. Shaw requested that the Redevelopment enter the contracts with M.P. Baker Electric and Milestone as well as purchase orders for M.P Baker and Milestone to move forward with the market improvements. Commissioner Sturgeon moved to approve the contract in the amount of $35,350.00 and Commissioner Campbell seconded. The motion was approved unanimously.

President Oates entertained a motion to. Commissioner Miller-Wilson moved to approve the contract for Milestone for work at the West Lafayette Farmers Market improvements for a total price of $48,825.00 and Commissioner Campbell seconded. Commissioner Sturgeon asked if adding tree islands would reduce the amount of farmers market venders. Shaw explained that adding the islands and utilizing current dead space would actually allow more venders to participate. Commissioner Campbell asked if fees for venders would increase. Shaw explained that all venders currently are under contract, but she will be working with the Farmers Market Committee will look into next year and how the fees will be applied. Commissioner Miller-Wilson asked if the electrical work will be solar powered. Shaw said no. The motion was approved unanimously.

Urban Revitalization Project-Sagamore Parkway-Ash Tree Removal Contract

Beverly Shaw spoke about this project. She gave the background on the project. For this two-part project, the first portion will be removing 108 dead or dying ash tree. She also explained the issue of monocultures and invasive pests, such as the Emerald Ash Borer, where they can wipe out large populations of trees within the urban forest. Deaton Enterprises, Inc. gave the City a great price to remove all 108 ash trees along Sagamore Parkway for a total price of $22,500.00. Shaw asked the Redevelopment Commission to enter into the contract with Deaton Enterprises, Inc. for the removal of 108 ash trees for $22,500.00. She also explained that the replanting of Sagamore Parkway will be done by GreenVision LLC, which exceeds $50,000.00, the amount appropriated for this project. Shaw explained that the rest of the cost will be covered by City and West Lafayette Tree Friends. Commissioner Sturgeon moved to approve the contract with Deaton Enterprises, Inc. for the total about of $22,500.00 for the removal of 108 ash trees and it was seconded by Commissioner Campbell. The motion was approved unanimously.

Urban Revitalization Project-Sagamore Parkway-Tree Replanting Contract

The winning estimate for the replanting of Sagamore Parkway was Greenvision LLC with an estimate of $31,614.00. With this price and Deaton Enterprises, Inc., the total project cost will be $54,114.00, with is $4,114.00 over the appropriated amount approved. The $4,114.00 will come from other City funds, so the Redevelopment Commission will only approve to pay a total of $27,500.00 for the replanting of Sagamore Parkway. Commissioner Sturgeon moved to approve the contract with Greenvision LLC for a total amount of $31,614.00 for the Urban Revitalization Project, wherein the Redevelopment will pay a total of $27,500.00 and $4,114.00 will come from other City funds. It was seconded by Commissioner Miller-Wilson. The motion was approved unanimously.

Approval Request-Department of Development

Beverly Shaw spoke about the Urban Forestry truck requested the Redevelopment Commissions to approve the appropriated amount of $25,000.00 and $1,137.00 will come from other City funds. Currently there is a full-time Urban Forester who is doubling as the Administration Assistant currently, Bryce Patz, who is out in the field using Chandler Poole's Ford Escape, hauling pool saws and other equipment. The Urban Forestry truck will be used for urban forestry work that has become a full-time position during the growing season, especially with the ash tree situation. The truck would also allow a water tank in the bed of the truck, as the West Lafayette Tree Friends water newly planted street trees throughout the city, which the City is insured for the West Lafayette Tree Friends to use the truck. Shaw explained that four estimates were received for a Nissan Frontier King Cab truck and the lowest estimate was from Ed Martin Nissan in Indianapolis for $26,137.00. It is over the appropriated $25,000.00 for the vehicle and the rest will be covered by City funds. President Oates entertained a. Commissioner Sturgeon moved to approve of the purchase of the Nissan Frontier King Cab to not exceed $25,000.00 with $1,137.00 being paid by other City funds and seconded my Commissioner Miller-Wilson. The motion to approve the claim for the urban forestry truck was approved unanimously. President Oates entertained a motion to approve the Board of Works to pay the claim for the vehicle on behalf of the Redevelopment Commission to not exceed the amount of $25,000.00 and the rest of $1,137.00. Commissioner Miller-Wilson moved and Commissioner Campbell seconded. The motion was approved unanimously.

Approval Request—Department of Engineering- Kingston Trail Supplemental Order # 2

Dave Buck spoke about the supplemental agreement for a design contract that was approved back in April 2016 for the Kingston Trail project. There were not enough funds to cover the supplemental agreement, so the amount was reduced to $100,000. There was an additional scope that still needed to be added to the design, so they can reach the point of submittal to Indiana Department of Transportation and be on the construction schedule in February. Buck requested that the Redevelopment Commission approve the Supplemental Order #2 of the total amount that was deleted from the first supplemental agreement #1 back in April to a total of $35,000. President Oates questioned that the requested amount was $32,000.00, but the asked amount is now $35,000. Buck explained there will be other costs that will appear, such as mileage and reimbursables. President Oates stated that there is a total of $35,080.00 left in the appropriated account and if Buck wished for all of the $35,080.00 to be released. Buck stated yes, he is requesting $35,080.00 to be released. President Oates entertained a motion to approve Supplemental Order #2 to Task Order 8 between the Redevelopment Commission and Parsons Brinckerhoff, Inc. for an amount not to exceed $35,080.00 for the Kingston Trial project. Commissioner Sturgeon moved to approve Supplemental Order #2 and seconded by Commissioner Miller-Wilson. The motion was approved unanimously.

Approval Request—West Lafayette Fire Department

Fire Chef Tim Heath spoke about the two requests for the Fire Department's spending plan. The first request is in regards to purchasing four Heart Start MRX Advance Life Support defibrillators that are currently used in Tippecanoe County ambulances. The purchase of these machines will allow the city of West Lafayette to be compatible with the rest of the county. The quote was attached to their request. Current equipment is quite dated and in need of replacement. The current equipment has no trade in value and will be donated to an agency that will take old equipment abroad to countries that are in need of this kind of equipment. President Oates asked what would the Fire Department do with this new equipment, since the EMT's have this equipment on board. Heath explained that the Fire Department is first on scene and having the equipment on board could save lives. Commissioner Miller-Wilson stated that time matters in regards to first response and saving lives.

Chief Heath spoke about the second request for Unimac 65 lbs. Extracting Washing Machine to properly clean uniforms to lower the risk of cancer for the fire fighters. Commissioner Miller-Wilson asked how the washing machine would do that. Heath explained that studies show that fire fighters have higher chances for cancer due to their work in the field and this washing machine will aid in lowering the carcinogens that are present on fire fighter's clothing after putting out a fire. Chief Heath spoke about additional steps the department has taken to prevent contact with carcinogens, but adding this washing machine would aid even further. President Oates spoke about articles also stating cancer-causing materials are on fire fighters uniforms and the need to protect our fire fighters.

Commissioner Sturgeon asked would there be new defibrillators that would be placed at each station. Chief Heath said yes and one on their small squad truck. Commissioner Sturgeon asked what the life spans are for the new defibrillators. Chief Heath explained there is an extended warranty that has been added to the defibrillators. Attorney Brooks asked if other quotes were gathered. Chief Heath explained that yes, they were collected from Zoll and Phillips. Chief Heath also requested that the Redevelopment Commission authorize the Board of Works to pay the claims next week. Commissioner Miller-Wilson asked if the old equipment could be used within the city. Chief Heath explained that a grant was received two years ago to add defibrillators throughout city buildings and the current equipment would require extensive training for use and would not be practical for the public use.

President Oates entertained a motion to approve the purchase order for Super Laundry of Laundry City Equipment of Indianapolis for the amount not to exceed $9,929.75 for a Unimac 65 lbs. Extracting Washing Machine. Commissioner Campbell and seconded by Commissioner Miller-Wilson. The motion was approved unanimously.

President Oates entertained a motion to approve a purchase order for Bound Tree Medical for four Heart Start MRX Advance Life Support defibrillators for an amount not to exceed $79,699.01. Commissioner Sturgeon and seconded by Commissioner Campbell. The motion was approved unanimously.

President Oates entertained a motion for the Redevelopment Commission to authorize the Board of Works to pay the claims on behalf of the Redevelopment Commission for the purchase order for Super Laundry of Laundry City Equipment of Indianapolis for the amount not to exceed $9,929.75 for a Unimac 65 lbs. Extracting Washing Machine, and the purchase order for Bound Tree Medical for four Heart Start MRX Advance Life Support defibrillators for an amount not to exceed $79,699.01. Commissioner Miller-Wilson moved to approve the Board of Works to pay these claims. Commissioners Sturgeon and Campbell seconded together. The motion was approved unanimously.

Thomas Brooks reminded the department heads for the city of West Lafayette of the purchasing policy for the Redevelopment Commission.

Public Comment

There was no public comment.

President Oates expressed his thanks for the Urban Forestry intern, Bryce Patz, who has taken on the role of the Department of Development's Administration Assistant and pulled these items together for the Redevelopment Commission.

Adjourn

There being no further new business. The next Redevelopment Commission meeting will be held August 17, 2016 in the multi-purpose room at the Morton Community Center at 8:30 a.m. Commissioner Miller-Wilson moved to adjourn and Commissioner Campbell seconded. The Redevelopment Commission was adjourned at 9:39 a.m.

Johari Miller-Wilson, Secretary

Attest:

Lawrence T. Oates, President