

May 16, 2022, Regular Meeting Minutes
HOBART REDEVELOPMENT COMMISSION

President Carla Houck called the May 16, 2022, regular meeting of the Redevelopment Commission (RDC) to order at 8:37 a.m. The meeting was held in the City Council Chambers at City Hall, and also via Zoom with the public issued a dial-in number to allow listening and participation capabilities. The Pledge of Allegiance was recited. Members present: Carla Houck, Marsha Plesac, Pam Broadway, and Stuart Schultz. Members absent: Shawn Kelly and Matthew Claussen. Also absent: Beth Jacobson, Director of Development. Also present: Ryan Cook, RDC Attorney; Heather McCarthy, City Attorney (*via Zoom*); Phil Gralik, City Engineer; Deborah Longer, Clerk-Treasurer; Brandon Towle, Butler Fairman & Seufert (BF&S); Tim Kingsland, Stormwater Coordinator; Bob Fulton, Assistant to the Mayor (*via Zoom*); Greg Lorig, American Structurepoint (*via Zoom*); Addie Kinsey, 220 Main Street; and Dawn Hostetler, RDC Recording Secretary.

Under **Approval of Agenda**, Ms. Hostetler requested the addition of **Approval of Change Order #11 – 69th Avenue Improvement Project (A- Road)** to the agenda. A motion was made by Ms. Plesac to approve the agenda as amended; seconded by Ms. Broadway. All ayes; motion carried. (3-0)

Regarding the **Minutes of April 18, 2022, Regular Meeting**, a motion was made by Ms. Plesac to approve the April 18, 2022, Regular Meeting minutes as presented; seconded by Ms. Broadway. All ayes; motion carried. (3-0)

Regarding the **Treasurer’s Report (Annual Report of the Redevelopment Commission Treasurer on the Financial Status)**, The April investment statements for Fund 4445 (*formerly 406*) and Fund 4450 (*formerly 410*), plus the most current fund & appropriation reports for Fund 4445, Fund 4450, Fund 4455 (*formerly 412*), and Fund 2527 (*formerly 250*) were distributed in the RDC meeting packet. There were no questions or comments.

There was no **Old Business**.

Under **New Business**, the first item was the **TRAX Project – Status Report and Approval of Pedestrian Railings**. Mr. Lorig stated that the environmental document was approved by INDOT on April 22nd. He said appraisals for the four right-of-way parcels needed for this project have already been approved by the City and INDOT; however, American Structurepoint just received the right-of-way purchase order from INDOT on May 11th. He indicated that a notice to proceed was issued to the buyer subconsultants that same day, so offers will soon be sent to those property owners. Mr. Lorig reported that a public information meeting has been scheduled for June 8th at 6:00 p.m. in the Council Chambers at City Hall as well as via Zoom. A press release will be issued to the newspapers and notices will be mailed to nearby property owners. He said stage 3 design is anticipated to be submitted by the end of June. Ms. Hostetler asked when a decision on the pedestrian railings is needed. Mr. Lorig said he would like to have a selection within the next couple of weeks so proper details can be included in the stage 3 submittal; however, he does not think this element of the project would be scrutinized by INDOT if it were to be changed out during final tracings. He stated that ideally, he would like to have a selection by the end of next week. Ms. Hostetler asked City Engineer Phil Gralik if he had any recommendations based on the specification drawings provided by American Structurepoint as examples. Mr. Gralik said the decision is not a matter of safety, but rather of aesthetics. He

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indicated that he has a personal preference of the provided examples, but the decision is the RDC's to make. He asked if the Commission has seen the drawings. Ms. Hostetler said they have seen the spec drawings provided by American Structurepoint, but they have not seen actual pictures. She asked if this selection could be determined on a staff level, to which the RDC conceded. Mr. Gralik stated that the purpose of the railings on the overpass is to guide pedestrians and is not intended to be a guardrail. He recalled that there have been previous discussions regarding whether this railing should resemble that which is installed on the 3rd Street bridge or if it should have a distinct look. He noted that this pedestrian trail will connect the C&O Trail to the Oak Savannah Trail, and will ultimately connect to the Marquette Greenway. He suggested emailing some options to the RDC so they can provide some input to staff. Ms. Hostetler asked Mr. Lorig if he could provide some actual pictures of the example railings rather than just the spec drawings. Mr. Lorig said he will try to find some pictures to distribute to the Commission. Ms. Houck said it would be helpful to see actual pictures rather than spec drawings in order to make a decision. Ms. Broadaway and Ms. Plesac agreed. Ms. Hostetler said staff will email the actual pictures once received so the Commission can provide input.

Regarding the **Signage Grant Application – 220 Main Street, Addie Kinsey**, Ms. Hostetler stated that this grant application is for the installation of signage for Lira's Lane, which is a new business located at 220 Main Street in downtown. She said the business owner, Addie Kinsey, is requesting \$488.90, which is half of the \$977.80 total estimated cost of material and installation. She explained that the estimate provided by the contractor includes a \$250.00 permit and application fee; however, these costs are not eligible for grant funding as stated in the grant guidelines. The proposed signage consists of a 10-foot by 2½-foot aluminum composite sign with a black background and the business name in red & white lettering. A Certificate of Appropriateness (COA) has been received from the Historic Preservation Commission (HPC), which also includes painting the front entrance door black. Ms. Hostetler asked what type of business Lira's Lane is. Ms. Kinsey indicated that the business is a beauty salon, but will also include a retail store. Ms. Houck asked Ms. Kinsey if she had any plans for adding lighting to the façade above the signage. Ms. Kinsey said there are currently lights that illuminate the side and front of the building. Ms. Houck noted that many of the business downtown have gooseneck lighting above the signage, which not only illuminates the business signage at night, but also enhances the appearance of the building façade during the day. Ms. Kinsey asked if the installation of gooseneck lighting is eligible for grant funding. Ms. Hostetler said this lighting qualifies for funding in accordance with the façade grant guidelines; however, a COA from the HPC would be needed for this work prior to approval of a grant by the RDC. A motion was made by Ms. Broadaway to approve the signage grant application for 220 Main Street (Lira's Lane) in the amount of \$488.90; seconded by Ms. Plesac. All ayes; motion carried. (3-0)

The next item of business was **Resolution 2022-04: Resolution of the City of Hobart Redevelopment Commission Determining that the Tax Increment which may be Collected in the Year 2023 from the State Road 130 Industrial Area and Greater Downtown Hobart Redevelopment Area is Needed to Satisfy Obligations of the Commission**. Ms. Hostetler stated that actions on Resolutions 2022-04, 2022-05, 2022-06, and 2022-07 are needed to state the RDC's intention to capture 100% of the eligible 2023 tax increment generated in each

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allocation area. The RDC's spending plans substantiate the need to capture all the increment in order to accomplish various capital improvement projects and meet debt or lease obligations. She noted that there are now two separate resolutions for the US 30 & 69th Avenue TIF district due to the creation of allocation area #2 late last year. She said Attorney Cook assisted with the preparation of these resolutions. Attorney Cook stated in addition to establishing two separate resolutions for the US 30 & 69th Avenue TIF district, he edited the recitals to describe the allocation areas as amended over the years. He noted that no substantive changes were made to the resolutions, so the fundamental language is the same as the Commission has approved in prior years. A motion was made by Ms. Broadway to approve Resolution 2022-04; seconded by Ms. Plesac. All ayes; motion carried. (3-0)

Regarding **Resolution 2022-05: Resolution of the City of Hobart Redevelopment Commission Determining that the Tax Increment which may be Collected in the Year 2023 from the 61st Avenue and State Road 51 Economic Development Area is Needed to Satisfy Obligations of the Commission**, a motion was made by Ms. Broadway to approve Resolution 2022-05; seconded by Ms. Plesac. All ayes; motion carried. (3-0)

Regarding **Resolution 2022-06: Resolution of the City of Hobart Redevelopment Commission Determining that the Tax Increment which may be Collected in the Year 2023 from the US 30 and 69th Avenue Economic Development Area, Allocation Area No. 1, is Needed to Satisfy Obligations of the Commission**, a motion was made by Ms. Broadway to approve Resolution 2022-06; seconded by Ms. Plesac. All ayes; motion carried. (3-0)

Regarding **Resolution 2022-07: Resolution of the City of Hobart Redevelopment Commission Determining that the Tax Increment which may be Collected in the Year 2023 from the US 30 and 69th Avenue Economic Development Area, Allocation Area No. 2, is Needed to Satisfy Obligations of the Commission**, a motion was made by Ms. Broadway to approve Resolution 2022-07; seconded by Ms. Plesac. All ayes; motion carried. (3-0)

Regarding the **Approval of Change Order #11 – 69th Avenue Improvement Project (A-Road)**, Mr. Towle stated that an SC-150 erosion control blanket was laid late last fall along with some temporary seed. He said the SC-150 blanket was also planned to be used with the final seeding; however, it was determined that this product was not strong enough to withstand the stormwater runoff as observed on site. He indicated that earlier this spring, he and Stormwater Coordinator Tim Kingsland met on site with D2, which is a company that specializes in erosion control measures. He stated that D2 proposed several different products and advised of specific areas of where these products should be used. G.E. Marshall provided an estimate of around \$61,000.00 for the labor and material as recommended by D2. This estimate for stormwater ditch mitigation has since decreased to \$52,830.60. In an effort to further reduce this cost, a decision was made to use type U seed mix instead of a native seed mix, which costs over \$100 per pound. Mr. Towle indicated that this substitution is a credit of \$6,528.69 for this change order. He said this change order does not include an upgrade to the SC-250 erosion control blanket and InstaTurf, which is a permanent product consisting of a plastic geogrid with a screen on the bottom so the seed can go through it. He stated that since the SC-150 blanket is not needed in those areas, there will be a credit of approximately \$6,000.00. He explained that this credit is not included on change order #11 since exact quantities are not yet known. The total

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amount of change order #11 is \$46,301.91. Mr. Towle said he anticipates the original contract amount to be underrun by around \$80,000.00. Ms. Hostetler asked if there will be a separate change order for the SC-250 and InstaTurf once actual quantities are known. Mr. Towle stated that he plans to include these items on the final change order. A motion was made by Ms. Plesac to approve change order #11 in the amount of \$46,301.91; seconded by Ms. Broadway. All ayes; motion carried. (3-0)

The next item of business was **Approval of 2023 Redevelopment Commission Budgets (Fund 4445, Fund 4450, Fund 4455, and Fund 2527)**. Ms. Houck stated that she and Ms. Jacobson have discussed each of these budgets, and there are little to no changes from the 2022 budgets to the 2023 budgets. She pointed out the most notable change is to the *Downtown Loans/Grants* line item for Fund 4445 (formerly 406). She said that the RDC has budgeted about \$50,000 for the façade grant program in previous years; however, Ms. Jacobson has proposed increasing the budgeted amount to \$80,000 for 2023 due to increased cost of materials and improvements. She noted that staff has recently seen an increased interest in the vacant buildings in downtown, and this additional budget amount will help encourage businesses and property owners to make improvements. Ms. Houck said it is uncertain whether or not the full amount budgeted for this program will be expended, but it is important to have a feasible amount available. She stated that she hopes the full amount can be spent because it would be an investment back into the community. She asked if there were any questions or concerns with the increase to the budgeted amount for this line item. She indicated that the RDC could request Ms. Jacobson to provide a brief overview of the budgets at the next meeting if necessary. There were no questions or concerns expressed by the Commission. A motion was made by Ms. Broadway to approve the 2023 RDC budgets for Fund 4445, Fund 4450, Fund 4455, and Fund 2527; seconded by Ms. Plesac. All ayes; motion carried. (3-0)

Ms. Hostetler reviewed the invoices on the **Register of Claims**. She noted that there is a payment to Spruce & Gander in the amount of \$4,822.00 for replacement tree grates for downtown. She stated that a total of eight 2-foot by 4-foot inside pieces have been ordered, but not yet received. She explained that this vendor waived its deposit requirement for the City, and full payment will be due within 15 days of receiving the product. Therefore, it is important to have a check ready to send immediately once the grates are received. Fund 4450 (formerly Fund 410) will be reimbursed the total amount of Baker Tilly invoice BTMA14142C from Fund 4455 (formerly Fund 412) once TIF revenue is available from the US 30 & 69th Avenue Economic Development Area. A motion was made by Ms. Plesac to approve the register of claims in the amount of \$23,417.00; seconded by Ms. Broadway. All ayes; motion carried. (3-0)

<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Claimant</u>	<u>Amount</u>
4/21/2022	4506	Spruce & Gander	\$4,822.00
5/4/2022	BTMA14141A	Baker Tilly	\$5,175.00
5/4/2022	BTMA14143B	Baker Tilly	\$6,630.00
5/4/2022	BTMA14142C	Baker Tilly	\$6,790.00
Total:			\$23,417.00

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Regarding the Approval of 2020 Bond Register of Claims, Requisition No. 32 includes a payment to BF&S (Invoice 96168) in the amount of \$24,294.50 for engineering related to the Colorado Street widening which ties into the Local Trax project, and a payment to the Board of Public Works in the amount of \$344.25 for reimbursement of INDOT invoice 71019 related to right-of-way services for the Local Trax project. Ms. Hostetler explained that this invoice was paid by the Board of Works so that right-of-way work could proceed without delay. A motion was made by Ms. Plesac to approve Requisition No. 32 in the amount of \$24,638.75; seconded by Ms. Broadway. All ayes; motion carried. (3-0)

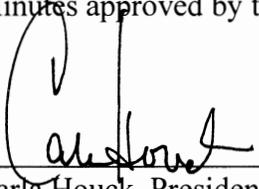
Staff Report – Ms. Hostetler reported that the RDC received a notice to affected property owners regarding a petition to vacate right-of-way for a parcel north of 61st Avenue, east of Emerald Drive, and west of Arizona Street. She said this request is related to the proposed Hickory Hollows subdivision. She stated that Ms. Jacobson has included additional information regarding the petition, as well as a revised subdivision plat in the RDC meeting packet.

Ms. Hostetler reiterated that a public information meeting regarding the Local Trax project is scheduled for June 8th at 6:00 p.m. in the City Council Chambers as well as via Zoom. She stated that this meeting is posted on the City’s website.

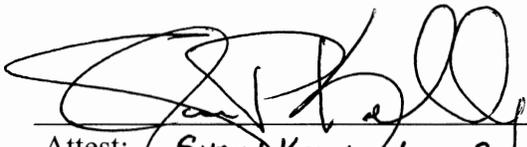
Adjournment - The meeting was adjourned at 9:15 a.m.

Minutes were prepared by Dawn Hostetler, Clerical Assistant to the Director of Development.

Minutes approved by the Hobart Redevelopment Commission on JUNE 27, 2022.



Carla Houck, President



Attest: SHAUN KELLY, VICE-PRESIDENT