

## **September 19, 2022, Regular Meeting Minutes**

### **HOBART REDEVELOPMENT COMMISSION**

President Carla Houck called the September 19, 2022, regular meeting of the Redevelopment Commission (RDC) to order at 8:30 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, Shawn Kelly, Marsha Plesac (*via Zoom*), Matthew Claussen, Pam Broadaway, and Stuart Schultz. Also present: Beth Jacobson, Director of Development; Ryan Cook, RDC Attorney (*via Zoom*); Heather McCarthy, City Attorney; Jake Dammarell, Butler Fairman & Seufert (BF&S); Brandon Towle, BF&S; Brian Snedecor, Mayor; Deborah Longer, Clerk-Treasurer; Phil Gralik, City Engineer; Dan Botich, SEH; Greg Lorig, American Structurepoint (*via Zoom*); and Dawn Hostetler, RDC Recording Secretary.

Under **Approval of Agenda**, a motion was made by Mr. Claussen to approve the agenda as presented; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

Regarding the **Minutes of August 15, 2022, Regular Meeting**, a motion was made by Mr. Claussen to approve the August 15, 2022, Regular Meeting minutes as presented; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

Regarding the **Correction to Minutes of July 25, 2022, Special Meeting**, a motion was made by Mr. Claussen to approve the August 15, 2022, Regular Meeting minutes as presented; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

Regarding the **Treasurer's Report**, the August 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**. Mr. Lorig reported that right-of-way is needed on four parcels for this project, of which three have been effectively secured and are currently under INDOT legal review. He stated that the unsecured parcel for temporary right-of-way was submitted for condemnation on July 18<sup>th</sup> because the property owner has been unresponsive. He said Jason Holder, INDOT project manager, has chosen to push the letting date to March 15, 2023, to allow more time to finalize the right-of-way process. He noted that INDOT has indicated that it could take up to 90 days for checks to be cut after the legal review is complete. Mr. Lorig stated that the new deadline to submit final tracings is November 21<sup>st</sup>. He noted that Structurepoint is awaiting one construction stormwater general permit along with a couple of other items, but he anticipates these will be received and the final tracings will be submitted well before the deadline.

Mr. Lorig asked Mr. Gralik if he needs any assistance from Structurepoint regarding the other federal grant application for grade crossing elimination projects that INDOT has advised the City to apply for to help cover any additional costs. Mr. Gralik stated that he has set up the accounts with the grant agency, and will be reaching out to Structurepoint for assistance.

**September 19, 2022, Regular Meeting Minutes**  
**HOBART REDEVELOPMENT COMMISSION**

The next item of business was the **US 30 & Colorado Street Federal Safety Project Update**. Mr. Gralik reported that he learned Friday afternoon that INDOT has agreed to extend the fund deadline for this project. He said the Northwestern Indiana Regional Planning Commission (NIRPC) is now looking into how much funding it can contribute to the project in order to reach the 90% match. He indicated that construction is anticipated to begin next spring, so the project is now scheduled to be bid in January rather than October. He explained that the hope is that bidding the project closer to construction will generate more accurate bids by reducing the risk of contractor inflation.

Regarding the **2023 Education & Workforce Training Grant**, Ms. Jacobson reviewed the updates and revisions made to the grant application for 2023. She noted that additional language was added to item #17 to clarify the type of supporting documentation needed. She said the total grant amount will remain at \$30,000, as approved in the 2023 RDC budget. The deadline to receive applications will be noon on November 1, 2022. The grant application will be posted on the City's website and will be circulated to the same organizations that it has been distributed to in previous years, which includes the School City of Hobart (SCOH), Merrillville Community School Corporation (MCSC), River Forest Community School Corporation (RFCSC), the Center of Workforce Innovations (CWI), the Northwest Indiana Forum, the Lake County Economic Alliance (LCEA), and NIPSCO. A motion was made by Ms. Broadaway to approve the 2023 Education & Workforce Training Grant as presented; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

Regarding the **Appointment of Grant Committee**, Mr. Kelly and Ms. Plesac both offered to serve on this committee along with Ms. Hostetler as grant manager. This committee is needed to review the 2023 Education & Workforce Training Grant applications. A motion was made by Ms. Broadaway to appoint Ms. Plesac, Mr. Kelly, and Ms. Hostetler to the grant committee; seconded by Mr. Claussen. All ayes; motion carried. (5-0)

The next item of business was the **Approval of SEH Professional Services Agreements**. Ms. Jacobson stated that these agreements with SEH are similar those approved by the Commission last year, in which there are three separate agreements for each of the TIF districts and one general services agreement. She said the not-to-exceed amount for each of the agreements related to the TIF districts is \$7,000 plus an allowance of \$250 for travel and printing expenses. The not-to-exceed amount for the general services agreement is \$4,000 plus an allowance of \$250 for travel and printing expenses. A motion was made by Ms. Broadaway to approve the general services agreement with SEH; seconded by Mr. Claussen. All ayes; motion carried. (5-0)

A motion was made by Mr. Claussen to approve the 61<sup>st</sup> Avenue and State Road 51 Economic Development Area professional services agreement with SEH; seconded by Ms. Broadaway. All ayes; motion carried. (5-0)

A motion was made by Ms. Broadaway to approve the State Road 130 and Downtown Redevelopment Area professional services agreement with SEH; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

**September 19, 2022, Regular Meeting Minutes  
HOBART REDEVELOPMENT COMMISSION**

A motion was made by Ms. Broadway to approve the US 30 and 69<sup>th</sup> Avenue Economic Development Area, Allocation Area #1 professional services agreement with SEH; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

Regarding the **Approval of Pay Estimate #16 (G.E. Marshall) 69<sup>th</sup> Avenue Improvement Project (A - Road)**, Mr. Towle stated that this project is wrapping up, and he hopes to have the final change order and pay estimate next month. He said pay estimate #16 includes items from the punch list as well as some larger lump sum items such as traffic maintenance and mobilization. The retainage has been met, so the full amount of pay estimate #16 is \$23,863.94. A motion was made by Mr. Kelly to approve pay estimate #16 in the amount of \$23,863.94; seconded by Ms. Broadway. All ayes; motion carried. (5-0)

The next item of business was the **Approval of Pay Estimate #17 (G.E. Marshall) 69<sup>th</sup> Avenue Improvement Project (A - Road)**. Mr. Towle stated that this pay estimate is for the full retainage release of \$204,064.49. A motion was made by Mr. Claussen to approve pay estimate #17 in the amount of \$204,064.49; seconded by Ms. Broadway. All ayes; motion carried. (5-0)

Ms. Jacobson reviewed the invoices on the **Register of Claims**. A motion was made by Mr. Kelly to approve the register of claims in the amount of \$200.00; seconded by Ms. Broadway. All ayes; motion carried. (5-0)

| <u>Invoice Date</u> | <u>Invoice Number</u> | <u>Claimant</u>     | <u>Amount</u>   |
|---------------------|-----------------------|---------------------|-----------------|
| 7/31/2022           | 16343M-3              | Eichhorn & Eichhorn | \$60.00         |
| 7/31/2022           | 16345M-3              | Eichhorn & Eichhorn | \$140.00        |
| <b>Total:</b>       |                       |                     | <b>\$200.00</b> |

Regarding the **Approval of 2020 Bond Register of Claims**, Requisition No. 36 includes three payments to Eichhorn & Eichhorn: Invoice 16533M-2 in the amount of \$280.00 for legal services related to the 69<sup>th</sup> Avenue project, invoice 16534M-2 in the amount of \$760.00 for legal services related to the 61<sup>st</sup> Avenue & Marcella Boulevard project, and invoice 16346M-3 in the amount of \$100.00 for legal services related to the Local Trax project; one payment to BF&S: Invoice 97539 in the amount of \$16,451.25 for engineering related to the Colorado Street widening which ties into the Local Trax project; two payments to G.E. Marshall: Pay estimate #16 in the amount of \$23,863.94 and pay estimate #17 in the amount of \$204,064.49 for construction costs related to the 69<sup>th</sup> Avenue project; and one payment to the Board of Works in the amount of \$66,745.00 for reimbursement of BF&S invoice 97533 for engineering related to the 61<sup>st</sup> Avenue & Marcella Boulevard project. A motion was made by Ms. Broadway to approve Requisition No. 36 in the amount of \$312,264.68; seconded by Mr. Claussen. All ayes; motion carried. (5-0)

The next item of business was the **Approval of Economic Development Revenue Bond, Series 2022 Register of Claims**, which is the 82<sup>nd</sup> Avenue construction fund for the Albanese bond. Requisition No. 3 includes a reimbursement to the Board of Works in the amount of \$5,750.00 for payment to Advanced Engineering Services for geotechnical engineering work. Ms. Jacobson

**September 19, 2022, Regular Meeting Minutes**  
**HOBART REDEVELOPMENT COMMISSION**

explained that upon approval of the RDC, the requisition will not be submitted to the trustee until the Board of Works approves the payment of the invoice at its September 21<sup>st</sup> meeting. A motion was made by Mr. Claussen to approve Requisition No. 3 in the amount of \$5,750.00; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

**Staff Report** – Ms. Jacobson reported that the August 22<sup>nd</sup> community meeting to gauge interest in a potential ChicaGo Dash bus stop in Hobart was well attended. She said after the meeting, Valpo Transit prepared a survey, which was distributed to Hobart area residents through social media and email. She noted that Valparaiso Transit Manager Don Lorntzen indicated that over 330 responses were received from residents of Hobart and surrounding communities. She said Valpo Transit is in the process of tabulating the data to present to the Valparaiso Board of Works and will notify staff once a decision is made whether or not to move forward with a bus stop in Hobart.

Ms. Jacobson reminded the Commission that the existing Hobart gateway sign on 61<sup>st</sup> Avenue near Deep River Drive will be relocated to the center of the future roundabout at Marcella Boulevard and 61<sup>st</sup> Avenue. She said there has been some discussion about what should be done with the existing brick planter once the sign is removed. She stated that Parks Director Kelly Goodpaster suggested planting a large, coniferous tree that could be decorated for the holidays. She said Ms. Goodpaster indicated that she and her staff would handle the maintenance associated with any plantings installed at that location. Ms. Jacobson said she wanted to get some feedback from the RDC and the Mayor to see if they are agreeable to this course of action. Ms. Houck noted that the proposed idea would be low maintenance. The Commission had no objections and agreed to Ms. Goodpaster's recommendation.

Mr. Gralik reported that a single bid was received for the 82<sup>nd</sup> Avenue extension project. He indicated that G.E. Marshall submitted a base bid in the amount of \$1.4 million and an alternate bid of \$1.8 million. He explained that the alternate bid includes the extension of storm sewers to Grand Boulevard and 83<sup>rd</sup> Avenue to mitigate flooding at that intersection. He said staff is in the process of analyzing these bids, and the Board of Works could make any award at the September 21<sup>st</sup> meeting if the right-of-way is secured. Mr. Gralik stated that BF&S Right-of-Way Services Manager Ron Francis indicated that the owner of the Speedway gas station has agreed to an offer but needs the paperwork to sign. He said the goal is to install the pavement before winter, so it is imperative for the project to stay on schedule. He indicated that the project cannot be awarded until the right-of-way is secured. Ms. Houck noted how immense the Albanese campus is and suggested publishing an article to promote the partnership between the City of Hobart and Albanese. Ms. Jacobson stated that the Mayor has ordered some window clings that say "Proud Hobart Business" and has prepared a letter to the Hobart businesses that have Merrillville addresses. She said the department heads will be hand delivering these letters along with the window clings to encourage these owners and store managers to identify themselves as Hobart businesses rather than Merrillville. She noted that many of these employees do not realize that their stores or businesses are actually located within the City of Hobart. Ms. Jacobson stated that for safety purposes, it is important for people to know that these businesses are in Hobart's police and fire jurisdiction. She indicated that she liked Ms. Houck's idea to highlight the City's partnership with Albanese since they are one of the businesses with a Merrillville mailing address.

**September 19, 2022, Regular Meeting Minutes**  
**HOBART REDEVELOPMENT COMMISSION**

Mr. Dammarell gave an update on the landscape and hardscape plans for the existing and future roundabouts. He said BF&S had planned to update the landscape for the 61<sup>st</sup> Avenue phase 3 corridor and the 69<sup>th</sup> Avenue and Colorado Street roundabout as part of the 61<sup>st</sup> Avenue and Colorado Street intersection and widening project, so that all the work could be done at one time. However, after discussions with City staff, a decision was made to prepare separate agreements for those projects due to concerns with respect to the bidding climate of the Local Trax and the 61<sup>st</sup> Avenue and Marcella Boulevard projects. He explained that this would allow more flexibility in terms of project timing and budgets. Mr. Dammarell indicated that BF&S will first present the Commission with an agreement for the landscape and hardscape designs on 61<sup>st</sup> Avenue phase 3 and the 69<sup>th</sup> Avenue and Colorado Street roundabout. He said upon consulting with Ms. Goodpaster and other City staff, the plan is to install additional stamped concrete to reduce the amount of landscape maintenance for the Parks Department. He stated that the plan is to bid the hardscape work in December so that work can begin as soon as the weather breaks to allow plants to be installed before June. Mr. Dammarell said he hopes to have an agreement prepared for the RDC to take action on at its October meeting so that bids can be advertised in December with a deadline of February 2023. He indicated that this agreement will include the landscape and hardscape work along the 61<sup>st</sup> Avenue phase 3 corridor and the roundabout at 69<sup>th</sup> Avenue and Colorado Street. Additionally, BF&S will review any modifications that may be needed for the limestone wall around the roundabout at 61<sup>st</sup> Avenue and Wisconsin Street and perform a speed study to determine if motorists are traveling too fast through this roundabout. Mr. Dammarell said there are ways to slow traffic down if speed is identified as a problem. He said some drivers travel through this roundabout pretty quickly because they know there is no outlet at the south leg and therefore, do not anticipate traffic at that entry point. Ms. Jacobson asked if there is a standard distance between the entrances of a typical 3-legged roundabout. Mr. Dammarell indicated that the distances vary per roundabout. He said when a 4-way intersection is converted into a roundabout, the approaches are designed with some curvature in order to slow vehicles down in preparation for the merge in to the circular pattern. He said the roundabout at 61<sup>st</sup> Avenue and Wisconsin Street does not have much curvature. He stated that this 4-legged roundabout currently operates as a 3-legged roundabout because there is no road at the south end at this time, but there will be in the future. He said if a roundabout is designed to be 3-legged permanently, the spacing is usually different than that at the 61<sup>st</sup> Avenue and Wisconsin Street intersection. Mr. Dammarell stated that there are certain standards that need to be met, but each roundabout is designed to fit within the available right-of-way and other constraints. He noted that there are not as many roundabouts in northwest Indiana as there are in central Indiana; therefore, motorists from this area are not as experienced with maneuvering them. He stressed the importance of addressing the concerns of the motorists so they are not apprehensive about utilizing the roundabouts.

Mr. Dammarell gave a brief update on the refuse enclosure project in which the RDC previously authorized BF&S to move forward with the design. He stated that the project documents are currently being reviewed by City staff and legal counsel for the receipt of sealed quotes to move forward. He said he anticipates the advertisement for quotes will be available for the RDC to take action on in October. He noted that some of the construction can be done during the winter, but the asphalt work will likely not be started until spring when the asphalt plants reopen. He explained that the asphalt plants shut down for the winter and will likely be closed by the time

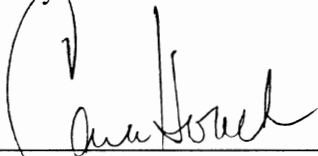
**September 19, 2022, Regular Meeting Minutes  
HOBART REDEVELOPMENT COMMISSION**

quotes are received. He indicated that the project should be completed in April or May, and the finished enclosure will look similar to the one behind Cagney's. Ms. Jacobson stated that Attorney Cook has prepared draft agreements for each of the two property owners who will be utilizing the enclosure. She said she will be sending those draft agreements to the property owners for review. Then, the final agreements will need to be signed by the RDC, the Board of Works, and the Parks Board along with the property owners. She indicated that the project will need site plan approval from the Plan Commission and possibly a Certificate of Appropriateness (COA) from the Historic Preservation Commission.

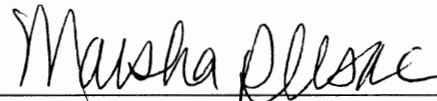
Adjournment - The meeting was adjourned at 9:17 a.m.

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

Minutes approved by the Hobart Redevelopment Commission on 10/17/22.



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Carla Houck, President



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Attest: MARSHA PLESAC, SECRETARY