

VALPARAISO REDEVELOPMENT COMMISSION
Regular Meeting Minutes
May 14, 2020

The regular meeting of the Valparaiso Redevelopment Commission was called to order at 4:24 p.m. on Thursday, May 14, 2020 via Conference Call. Rob Thorgren presided.

Members present were: Rob Thorgren, Evan Costas, George Douglas, Trish Sarkisian, Rick Urschel and Tim Bucher. Also present were City Attorney Patrick Lyp, Redevelopment Director, Brandon Dickinson, Director Emeritus, Stu Summers, City Administrator, Mike Jessen, Director of Engineering, Mike Jabo, Project and Facility Management Director, Don McGinley, and Paralegal Sam Camp. Members of the public were also present.

ITEM #1-MINUTES:

Mr. Thorgren reported copies of the April 9, 2020 regular meeting minutes were distributed to members for their review prior to the meeting. After reviewing the minutes, all seemed in order. Mr. Thorgren recommended their approval.

Motion: Ms. Sarkisian motioned to approve the April 9, 2020 meeting minutes as presented. Mr. Urschel seconded. A voice vote was unanimously carried.

ITEM #2 -CLAIMS REGISTER AND FINANCIAL REPORT:

Mr. Dickinson reported that the Commission was sent the May 14, 2020 Claims Register and April 2020 Financial Report prior to the meeting and recommended approval.

Motion: Mr. Douglas motioned to approve the May Claims Register, and the April financial report. Ms. Sarkisian seconded the motion. A voice vote was unanimously carried.

ITEM #3-REVIEW AND APPROVAL OF CHANGE ORDER #1, SILHAVY ACCESS ROAD

Mr. McGinley reported that following completion of the Silhavy Access Road project, there was an additional contract line item per Change Order #1, in the amount of \$6,253.70. This request for additional funding was presented to the Board of Works and approved pending approval from the Redevelopment Commission.

Motion: Mr. Urschel motioned to approve funding Changer Order #1. Mr. Douglas seconded the motion. A voice vote was unanimously carried.

ITEM #4-SUPPLEMENTAL FUNDING OF \$7,500 TO STRUCTUREPOINT FOR SPECIFICATIONS TO FTA STANDARDS FOR FEDERAL FUNDS ON THE BUS EXPANSION PROJECT LIGHTING, SECURITY, AND FUNCTIONAL LANDSCAPING:

Chris Murphy, Vice President of American StructurePoint, requested supplemental funding in the amount of \$7,500 for additional time spent preparing electrical and landscaping bid

documents in accordance with FTA (NIRPC) guidelines. The additional funding was not anticipated in the original budget.

Motion: Mr. Douglas motioned to approve the supplemental funding of \$7,500 requested by StructurePoint for extra, unanticipated hours spent preparing electrical and landscaping bid documents for the Valpo TOD. Mr. Urschel seconded. A voice vote was unanimously carried.

ITEM #5-VALPONET LICENSE AGREEMENT FOR NITCO USE OF EMPTY CONDUIT

Mr. Dickinson reported that Tom Carroll, Senior VP with NITCO, has requested the RDC's authority to allow Mr. Dickinson to negotiate a lease agreement between the RDC and NITCO. The purpose of the lease agreement is to allow NITCO access to the empty 2" conduit that runs between Valparaiso Street & Campbell Street on Vale Park Rd.

Motion: Ms. Sarkisian motioned to approve a lease agreement with NITCO to use the conduit as they see fit. Mr. Douglas seconded. A voice vote was unanimously carried.

ITEM #6-APPROVAL OF IES CHANGE ORDER #2, REDUCING COSTS BY \$987.50 FOR VAPOR PROJECT

Mr. Dickinson reported that Amereco, Inc. had previously requested a \$3,000 change order to perform extra work for the vapor mitigation system. Subsequently, the extra work was not necessary thus netting the project \$987.50.

Motion: Mr. Thorgren motioned to approve canceling the change order that will net the RDC \$987.50. Mr. Douglas seconded. A voice vote was unanimously carried.

ITEM #7-AUTHORIZE THE EXECUTIVE DIRECTOR TO OBTAIN SECURITY FOR INDUSTRIAL BUILDING

Mr. Dickinson reported there has been graffiti and landscape damage done to the shell building on Memorial Parkway. He has solicited quotes from several companies regarding security systems for the building. Mr. Dickinson is proposing the purchase of a system that includes cameras, recording equipment, and labor for a total cost of \$7,802. Mr. McGinley stated that since a lift will be needed to perform the installation, he recommended coordinating the rental of an all-terrain lift to also perform work that needs to be done on the louvres in the building. Mr. McGinley requested \$920 for the rental of the lift. In addition to the security system, Mr. Dickinson will make certain there are signs posted stating the area is under video surveillance.

Motion: Mr. Douglas motioned to approve the purchase of a security system for the shell building located on Memorial Parkway for a total of \$7,802. In addition, an all-terrain lift will be rented. Total for both expenditures will not exceed \$9,500. Mr. Urschel seconded. A voice vote was unanimously carried.

ITEM #8

a. Approval and Acceptance of the 2019 Annual Report

Mr. Dickinson reported that data for the RDC's 2019 Annual Report has been collected and compiled by Cender & Company. Mr. Dickinson requested that the Board approve this

year's report prior to presenting it to the State of Indiana, the Mayor, and City Council. Members of the Commission were provided copies of the report prior to today's meeting.

Motion: Mr. Douglas motioned to approve the 2019 Annual Report provided by Cender & Company. Ms. Sarkisian seconded. A voice vote was unanimously carried.

b. Approval of Resolution 2020-01 for Capture Notice

Mr. Dickinson reported that each year, the RDC provides a resolution regarding budget determination for tax increment that notifies the local units whether the RDC will be passing on any of its dollars or holding on to the total increment for the year. The RDC will be retaining all of the tax increments in 2021 and not passing through directly to taxing units. Mr. Summers stated this is a formal resolution so signatures will need to be collected for this resolution before the end of the year.

Motion: Mr. Douglas motioned to approve allowing Mr. Dickinson to draft a resolution and pass it along to the taxing unit. Mr. Urschel seconded. A voice vote was unanimously carried.

Motion to

c. Authorizing the Executive Director to Send Notices of Determination to Taxing Units

Mr. Dickinson explained that a Notice of Determination will be sent to taxing units to inform them that the RDC will retain 100% of the potential captured assessment in allocation areas as of January 1, 2020. Mr. Dickinson requested authorization to execute that notice and forward it to the taxing units.

Motion: Mr. Urschel motioned to approve Mr. Dickinson to execute a Notice of Determination to be sent to the taxing units. Ms. Sarkisian seconded. A voice vote was unanimously carried.

ITEM #9-ANY OTHER ITEMS

Mr. Thorgren stated that the June RDC meeting will be held via Zoom video conferencing if it isn't possible to hold the June meeting in person.

ITEM #10-PUBLIC COMMENT:

None.

ITEM #11-ADJOURNMENT:

Staff said they had no further items for the Commission's consideration. Mr. Douglas motioned to adjourn the meeting with Mr. Costas seconding. A voice vote was unanimously carried. The May 14, 2020 Redevelopment Commission meeting adjourned at 4:55 p.m.

Trish Sarkisian, Secretary