

Minutes

Redevelopment Commission

May 3, 2023

6:00 P.M.

THE REGULAR MEETING OF THE REDEVELOPMENT COMMISSION FOR THE CITY OF CHARLESTOWN WAS HELD ON WEDNESDAY, MAY 3, 2023 IN THE CITY COUNCIL CHAMBERS AT CITY HALL.

Derek Coombs called the meeting to order at 6:00 P.M. Board members present in person: Derek Coombs, John Spencer, Benita Pate, Robert Brooks and BJ Steele. Also present was Mayor Treva Hodges, Matt Duncan, Frost Brown Todd LLC, and Jill Saegesser with The Wheatley Group, LLC.

Minutes

Mr. Coombs stated that the April 4, 2023 meeting minutes were provided prior to the meeting for review and asked if there were any questions related to the minutes. Mr. Spencer made a motion to approve the minutes for the regular meeting held on April 4, 2023, seconded by Ms. Pate. Approved 5-0.

Claims

Mr. Coombs stated that the claims were provided prior to the meeting for review and asked if there were any questions related to the claims. Mr. Steele made a motion to approve the claims, seconded by Mr. Brooks. Approved 5-0.

Public Comment

None.

The Wheatley Group Report

Jill Saegesser with The Wheatley Group reported the following:

Met with prospective industrial developers for the Shadow Lake property on April 5, 2023 and discussed development opportunities and incentives with potential new businesses within the City.

Façade Program – To date \$106,326.58 has been awarded to improve the façades at 807 High Street, 600 Pike Street, 775 Main Street, 359 Market Street, 318 Main Cross Street, 263 Madison Street, 324 Main Cross Street, 991 Market Street, 380 Main Cross, 304 Main Cross and 1045 Main Street. The façade improvements at 600 Pike Street, 807 High Street, 324 Main Cross Street, 359 Market Street,

263 Madison Street, 318 Main Cross Street, 991 Market Street, 775 Main Street and 304 Main Cross Street have been completed. The funds for all completed projects have been distributed. At least three (3) applications have been distributed to interested property owners.

Industrial Park Fire Suppression – The fire pump test that was scheduled for March 7, 2023 was postponed due to an issue with a jockey pump and was rescheduled for April 4, 2023. The April 4th test was then canceled by Indiana American Water and has not yet been rescheduled. The City has requested help from legal counsel at this time.

The Charlestown Flats (multi-family project located off of Pike Street) – At the April Our SoIN RDA meeting, the \$2.4M allocated to the Charlestown Flats project was re-allocated to the City’s WWTP project at the request of the developer and the City. The developer will re-apply for the IHEDA tax credits in late summer/early fall and was given an assurance from the IEDC that the project will be considered for future READI funds or Redevelopment Tax Credits.

Restaurant Revolving Loan Fund – The Council is considering utilizing local option tax funds to establish the proposed Restaurant Revolving Loan Fund program. The Council members agreed by consensus to allow the Commission attorneys to work with the Council attorney to draft the enabling ordinances and utilize the committee established by the Commission to receive and review the applications and make recommendations to the Commission and Council for approval.

Springville Manor – Continue to work with City officials and the Commission’s attorney to research mortgages on all properties within Springville Manor and propose a process for notifying families of the mortgages.

TWG completed the 2022 Annual Report and submitted it to the Clerk/Treasurer’s office to upload to the Indiana Department of Local Government Finance by April 15, 2023. We also updated the Commission’s Cash Flow spreadsheet related to current and proposed projects.

Old Business

Depot Street Revitalization Project

Development Update

JTL, AFP and TWG worked with City planning staff to finalize the parcel consolidation and approval of a new plat for the Depot Street properties. The City Plan Commission approved the plat at the March 2023 Plan Commission meeting and the plat has been recorded.

An updated bond and property closing schedule has been distributed to the Commission members. The City Council adopted the bond resolution and financing agreement at the April 3, 2023 meeting. The anticipated property closing date and bond closing date has been moved to June 15, 2023. Denton Floyd and the Mayor’s office are communicating regarding a ground breaking ceremony in late June. Denton Floyd expects to have equipment on site to begin the project in early July.

Utility Relocation BOT Update

GM Development was selected to provide the necessary services to abandon and relocate the wastewater collection lines that are in conflict with the future development. The Redevelopment Commission and the Council approved the BOT award to GM Development and the BOT documents have been executed. The Commission will be paying for the relocation of the utilities with cash on hand. The sewer relocation is underway. During the course of the project, it was discovered that 400’ of existing sewer was dilapidated and needed to be replaced. The City’s Sewer Board declared

an emergency to replace that section of sewer line.

Madison Street Reconstruction Update

HMB was engaged by the Commission to assist with the design and inspection of the Madison Street reconstruction and improvements project related to the Forest Edge multi-family development. Survey work has been completed. Adam Dickey with HMB requested authorization to move forward with the design phase of their agreement. Mr. Spencer made a motion to authorize HMB to move forward with the design phase of the project, seconded by Ms. Pate. Approved 5-0.

The City also applied for and received an INDOT Community Crossing Matching Fund grant award on December 6, 2022, to assist in the paving and replacement of sidewalks along two blocks of High Street (Market to Harrison Streets). The Commission will coordinate with City officials regarding the provision of the local matching funds for that project over the next several months.

Shadow Lake Project (formerly DCE Quality Court)

Ms. Saegesser stated that construction on the Quality Court section of the project is on-going and that the most recent inspection report was included in the Commission meeting packet. Ms. Saegesser also distributed the written update from DC Develop to the Commission members at the meeting. This update included the following related to Shadow Lake:

- Quality Court Off Site
 - Stormwater improvements have been completed
 - Lime stabilization for Quality Court is the next phase
- Stormwater Detention Basin at CMS
 - The basin has been completed and seeded
- Quality Court and Shadow Lake Drive On Site
 - Cristiani Parkway has been roughed in from State Road 62 to Quality Ct/Shadow Lake Drive
 - Met with INDOT this week to discuss overall intersection permitting

Shadow Lake Park Update

HWC continues to work on the concept delivery for Shadow Lake Park. There are two draft concepts that are being finalized based upon comments from the local youth activities leaders and discussions with Mrs. Kleinert.

DC Develop continues to discuss the location of the electric substation with Hoosier Energy and the Clark County REMC. Originally, the substation was going to be located entirely on the Shadow Lake Park property, but since then a new location has been proposed adjacent to the original site on both Shadow Lake Park property and Blue Lick property. Ms. Saegesser distributed a copy of the proposed survey for the Commission members to review.

Family Activities Park – The Depot Project

HWC continues to work on The Depot project at the Family Activity Park. The Commission heard the Mayor's presentation at the March meeting. The conceptual package (plan/estimate/dimensioned plan/renderings) was distributed to the Commission members for consideration and comment and the

Commission agreed to pay for the improvements for Phase 1 up to \$250,000. All activities related to procurement of materials and construction will go through the City's Board of Public Works. The City has advertised for bids on the construction elements of the project. Bids will be opened at the Board of Public Works meeting on May 17th. The Parks Department will continue to secure the furnishings and other non-construction related materials.

Corridor Study

TWG and the Commission attorney worked with United Consulting to finalize the scope, fee and agreement. The Commission agreed to allow the Commission President to execute the agreement upon legal review and approval. The Commission President executed the agreement on April 18, 2023 and the fully executed document has been received. Traffic counts on selected areas should begin in May.

Greenway Park Bank Stabilization

The survey work is complete and design is underway. The project engineer should be ready to submit permit applications around the 60 day mark.

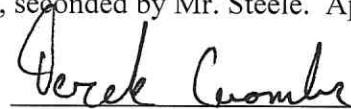
New Business

Discussion

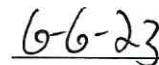
There was no further discussion. The next meeting will be held on Tuesday, June 6, 2023 at 6PM.

Adjournment

With no further items to discuss, Mr. Coombs asked for a motion to adjourn. Mr. Spencer made a motion to adjourn the meeting, seconded by Mr. Steele. Approved 5-0.



Mr. Derek Coombs, President



Date

Attest:



Ms. Benita Pate, Secretary



Date