

KENDALLVILLE REDEVELOPMENT COMMISSION
MINUTES FROM MARCH 13th, 2019 MEETING

I. The combined February/March meeting was called to order by Ray Scott at 8:00 A.M. The following members were present: Ray Scott, Ian Schowe, Loren Allen, Brent Durbin, Brad Graden and Lynnette Leamon.

Others Present: Scott Derby Sheryl Hanes and Steve Garbacz.

Absent: Lance Harman and Mayor SuzAnne Handshoe.

Brad Graden was welcomed to the RDC board. The first item is to elect a treasurer to the RDC board for 2019. A motion was made by Loren Allen to elect Brad Graden and Lynnette Leamon seconded it. Motion passed unanimously.

II. The minutes from January were reviewed. Loren Allen made a motion to approve and Brad Graden seconded. Motion passed unanimously.

III. The financials were reviewed from the January meeting. Sheryl Hanes stated the bond is paid off now. She said we should be able to move the \$250,000 debt service funds over to the regular account. Brad said he would meet with Sheryl to go over the accounts. The financials were approved as presented.

IV. Old Business

- A. Ray stated the first item on the agenda is the streetscape grant that we hope to get. There is another application round coming up. Scott Derby brought up that over the years, he has used several consultants. He doesn't think any less of one than the other. Since we are going to apply for the 6th time, he is wondering if we should do something different to get a new result. Since we have always been utilizing Region 3A, and the requirements are the same with OCRA, maybe we should look to another grant writer. Not that we think any less of Region 3A, but maybe a new pair of eyes will get us there. Scott's understanding is that OCRA has a list of qualified firms to do that. One of the folks on the list and suggested from Ken Jones at JPR has a 100% success rate. Scott wasn't sure if it was too late in the game to switch gears, but if it isn't maybe it is something to consider to change it up and get us where we need to be. Lynnette thought we would need to move soon, it's possible the letter of intent is due in April, and no one has received a payment, since that is after the grant is awarded. No deposits have been made at this point. We need to have our OCRA Liaison help us by reviewing it before it is sent in. Lynnette said she would consider looking at JPR's recommended grant writer. Scott will get the name and Lynnette will call to see if they will put our grant together to meet the timeline. It was verified as a May 3rd deadline. Brad thought we should have a consensus to move forward if the recommended person is available so as not to delay the process. Brad recommended we move forward with a new grant writer, if available and Loren seconded it. Motion passed. Lynnette will email the committee what she finds out.

Lynnette said the next event for Experience the Heart of Kville is a Chili Cook-Off on Saturday, April 23rd. The first Saturday of spring break. We have prize money for that so contact the chamber with your chili recipe. Then in April, when we get the parklet out, weather pending, we should have something then. I am pushing to have it completed this year with the canopy and to get the WRAP on the back.

- B. Umbaugh – Ray stated Lance is working on the new requirements. He was absent from the meeting. Sheryl said she needs a list of everyone for the annual report due on April 15th, and she has all the information to report who is in what position.
- C. Fairview Blvd Project and bills. Scott Derby has submitted a brief narrative from them since the last meeting. When the construction season begins, late April or May, the last remedial work will be completed and this will be wrapped up. Ray stated we received pay request #22 and #23. Pay request #22, invoice number #700335 for \$354.17, with the federal share \$283.34, and our local match \$70.83. Loren moved to pay invoice #700335. Brad seconded. Motion passed. Then pay request #23, invoice #700474 for \$307.91, with the federal share \$246.33 and our local match \$61.58. Brad moved to pay request #23 and Loren seconded it. Motion passed.
- D. Eastside signage – the EID billboard on US 6 East. Lynnette stated Yes, we are moving forward! Working with Joe Sells who is having someone design the billboard. She thought he is working with Eagle Advertising because they have other billboards in the area that can also be interchanged with our wrap so we'll get more mileage on it besides just that board on US6. (Across from the shopping center, near the end of Brian's Place and US6. As soon as she gets the design she will share it with everyone. It should be up before the next meeting, possibly, moving as fast as we are. We're trying to get that up quickly. I think the RDC approved \$350 to pay for the 1st wrap.
- E. Design work for the multi-use trail from Dowling to Allen Chapel. Scott had an update and has a pay request #9 and #10. DLZ provided a project status report that he copied in one of our emails. Then late last week the final submission for the Next Level Trails application that if granted would pave not only the US6 trail east over to Fairview Blvd, but also West which would interconnect Fairview Blvd over to the Roush property and bend up through Friendly Village. This was submitted as one project for this grant, which is an 80/20 match. DLZ submitted a packet to DNR that was about 67 pages, fairly significant and more detailed than Scott expected going into that and we definitely got our money's worth on that design. So we'll wait and see now on when DNR will grant that, which he thought was spring 2019. But if granted, that work will take place in 2019. The 20% local match on that will be picked up by Noble Trails, because it is less than the West construction that they were planning to do. The trail East design would be paid by the RDC and the West design is paid by the city of Kendallville. Pay request #9 is for the East design for \$1,540, Invoice #96925. Loren moved to approve and Lynnette seconded. Motion passed. Pay request #10, #96985, design work after pay request #9 was submitted, for \$2600. Lynnette made a motion to pay #96985 and Brad seconded. Motion passed.
- F. Installation status of the new public parking signs. Scott said he spoke to the Wastewater treatment employees and it is on their to do list. When the weather allows they will be in. They are for every entrance to the public parking lots off of State Street and Orchard.

V. New Business

- A. Façade Grant Applications – There were no applications to review. Maybe next time.

Meeting was adjourned at 8:35am. The next meeting will be on April 10th, 2019 at 8:00 A.M.

Submitted by,
Lynnette Leamon, Secretary