

## MINUTES OF THE MARCH 10 2016 MEETING OF THE REDEVELOPMENT COMMISSION

A meeting of the Redevelopment Commission was called to order on March 10, 2016 at 7:00 P.M. in the executive conference room of the Clarksville Municipal Center Administration Building by Redevelopment Vice-President Jennifer Voignier.

**Commission Members Present:** Jennifer Voignier, Paul Fetter, David Fisher, Don Slone and Bill Wilson. Members absent: A.D. Stonecipher

**Also Present:** Redevelopment Director Dylan Fisher, Project Coordinator Brittany Montgomery, Town Attorney Chris Sturgeon, Parks Superintendent Brian Kaluzny, Planning Director Sharon Wilson, Jorge Lanz and Josh Hillman of Jacobi, Toombs and Lanz, Richard Moore of R. W. Moore Engineering, and Administrative Assistant Anita Neeld.

**Approval of Minutes:** Commissioner Fisher made a motion to approve the minutes of the regular meeting held on February 11, 2016, an executive session held on February 25, 2016 and a special meeting held on February 25, 2016, seconded by Commissioner Slone and carried by 4/0 vote.

### **Project Updates – Jorge Lanz of Jacobi, Toombs and Lanz, Inc.**

**A. Gateway Park Design...** JTL submitted Supplemental #1 increasing the agreement an additional NTE \$20,000.00. This additional charge will serve as justification in charging the contractor Mac Construction liquidated damages because they are over the completion time in their contract. A motion was made by Commissioner Fetter to approve the agreement with JTL in the amount NTE #20,000.00, seconded by Commissioner Fisher and carried by 4/0 vote.

**B. Veterans Parkway/Byron Drive/Lombardy Drive Area Improvements...** JTL presented a contract to do final design, plans and CD's of Lombardy Drive and new Traffic Signal at Veteran's Parkway and to put the project out for bid in the amount of \$62,240.00 A motion was made by Commissioner Slone to approve the agreement, seconded by Commissioner Fetter and carried by 4/0 vote.

**C. Jane Sarles Lane Improvements...**This project was approved to go out for bid at the last meeting of the Redevelopment Commission. The Technical Review Committee approved this project at the meeting on February 24, 2016. The bid opening is scheduled for March 24, 2016 at 2:00 p.m. with pre-bid meeting scheduled for March 17, 2015.

**D. Lewis & Clark Trail Project...**The construction engineering (inspection) agreement and man-hour justification has been submitted to the Park's Director and was approved by INDOT. Attorney Sturgeon reported that 10 parcels were involved with this project and there is still one we need to acquire. Attorney Sturgeon is currently working with the City of New Albany's attorney on acquiring this parcel which is the bridge and owned by Mr. Goodman.

**E. Clarksville Aquatic Center Redevelopment Project...** This project is currently out for bid. The bid date is scheduled for March 31, 2016. JTL and WTI revised the plans and rebid this project at no additional cost.

**F. Progress Way/Potters Lane Reconstruction...**JTL presented an agreement for survey and design work for the Potter's Lane portion of this project near Addmore Lane to provide access to the business that is relocating near I-65 in the amount of 36,600.00. A motion to approve the agreement was made by Commissioner Slone, seconded by Commissioner Fisher and carried by 4/0 vote.

**G. Ettel Lane Extension through Gateway Crossing (Peddler's Mall) Development Project...** An agreement was reached at the last meeting of the Redevelopment with the property owner. JTL presented an agreement for survey and design of this project in the amount of \$97,500.00. A motion to approve the agreement was made by Commissioner Fetter, seconded by Commissioner Fisher and carried by 4/0 vote.

**Notice to Bidders on Clarksville Aquatic Center Development...** Redevelopment Director Fisher presented a copy of the NTB that was published and reported that the deadline for bids is 2:00 PM on the 31<sup>st</sup> day of March 2016.

**Court Avenue Extension Project...** Richard Moore reported that the contractor Temple and Temple performed the following task during the month of February. The contractor prepared the subgrade for the sidewalks, completed the installation of the curbs for the north and south parking areas, some fill dirt was brought in for landscape areas, test results from the storm sewers are currently being reviewed, the banner arms were installed on street light poles and work continued on preparing the street lights for activation once Duke installs the electric meter.

**Riverside Drive Port Security Cameras Project...** Harold Hart of Hart's Surveying reported that he had been in correspondence with Security Pro's LLC regarding the project. He would be finalizing a Scope of Work in the coming days and quotes should be returned prior to the regularly scheduled Commission meeting in April.

**Approval of Purchase Agreement with McCulloch Volunteer Fire Fighters Association...** Town Attorney Chris Sturgeon presented a purchase agreement in the amount of \$265,642.00 for the property known as Fire Station #3 located at 404 Hale Road, Clarksville, IN 47129. This purchase was previously agreed upon in Resolution 2015-R-09. A motion was made by Commissioner Fisher to approve the purchase agreement in the amount of \$265,642.00, seconded by Commissioner Fetter and carried by 3/1 with Commissioner Slone opposing.

**Approval of Land Appraisal Service Contracts...** Redevelopment Director Fisher presented appraisal contracts for the Town Hall (Veteran's Parkway) property, Gateway Crossing property and South Clarksville Area (Marathon Oil ) property for approval.

**1. Marvin Schmidt Appraisal**

Town Hall Property	NTE \$3,000.00
Gateway Crossing Property	NTE \$3,000.00

A motion was made by Commissioner Fisher to approve the appraisal contract above, seconded by Commissioner Slone and carried 4/0 vote.

**2. Associated Appraisal Group –Terry Watson**

Marathon Oil Property	\$4,000.00
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A motion was made by Commissioner Slone to approve the appraisal contract above, seconded by Commissioner Fetter and carried 4/0 vote.

**3. Government Appraisal Services- James Biggs**

Town Hall Property	\$1,800.00
Gateway Crossing	\$2,700.00
Marathon Oil Property	NTE \$3200.00

A motion was made by Commissioner Slone to approve the contracts above, seconded by Commissioner Fetter and carried by 4/0 vote.

**Broadway District Traffic Impact Study** – Planning Consultant Sharon Wilson reported on the comprehensive traffic impact study that was performed by Lochmueller Group. Based on the analysis of recent crashes within the study area, several high-crash locations were identified within the district including Greentree Boulevard and Lewis and Clark Parkway, Broadway Street and Giltner Lane / Woodstock Drive, Veterans Parkway and Same Gwin Drive and Lewis & Clark Parkway and Cedar Street. The Lochmueller Group recommended improvements to all of these areas in their report. Redevelopment Director Dylan Fisher indicated that he has been in contact with stakeholders in this area and they are being proactive in support of these concerns. Director Fisher requested from the Commission their permission to begin working with the stakeholders and to move forward on making modifications and improvements for safety in these areas of concern. A motion was made by Commissioner Fetter to allow Director Fisher to move forward on this project. The motion was seconded by Commissioner Slone and carried by 4/0 vote.

## DIRECTOR'S REPORT

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Activities from February 12, 2016 – 3/10/2016

**1. SOUTH CLARKSVILLE REDEVELOPMENT PLAN**

- Eric Lucas, Principal, and Justin Goodwin, Associate Planner, from MKSK attended the March 7, 2016 Clarksville Town Council regular meeting to present the Final Plan for adoption into the Clarksville Comprehensive Plan, on behalf of the Clarksville Redevelopment Commission and Clarksville Planning and Zoning Department.

- The Town Council approved the South Clarksville Plan and 2015 Comprehensive Plan amendment request.
- Delivered press releases or interviewed with The News and Tribune, The Courier Journal, Inside Indiana Business, WHAS 11, WDRB, WAVE 3 regarding the Plan's adoption.

## **2. GATEWAY CROSSING (900 EASTERN BLVD)**

- Met with or spoke with representative from each of the involved private entities on a multitude of occasions while the Final MOU was prepared.
- A Memorandum of Understanding (MOU), to begin redevelopment efforts at 900 Eastern Blvd, was entered into by the Town of Clarksville, Clarksville Redevelopment Commission, CMC LLC, ARC-Value LLC, and Avila Property LLCs on February 25<sup>th</sup>, 2016.
- Josh Hillman, JTL Eng., and Dylan Fisher, Redevelopment Director attended the March 2, 2016 Clarksville Plan Commission regarding the necessary steps to begin the redevelopment process. The following items were reviewed and received the indicated response from the Plan Commission:
  - Rezoning request: Sent a positive recommendation for approval to the March 7<sup>th</sup>, 2016 Clarksville Town Council regular meeting.
  - Gateway Crossing subdivision request: Approved
  - Gateway Crossing development plan: Approved
- Josh Hillman, JTL Eng., and Dylan Fisher, Redevelopment Director will attend the March 21, 2016 Clarksville Town Council regular meeting to seek approval of the rezoning application previously reviewed by the Plan Commission.

## **3. SALE OF REDEVELOPMENT COMMISSION OWNED PROPERTY**

- Harold Hart, Hart's Surveying and Engineering, is working on a Minor Subdivision Plat for the subject lots along Veterans Parkway.
- I will attend the upcoming Redevelopment Authority meeting on March 14, 2016 to request the applicable portions of land around the existing Clarksville Municipal government Center driveway be given to the Redevelopment Commission.
- Appraisal service contracts have been obtained and await Commission approval.
- A tentative public notice to solicit Request for Proposals will be issued in mid-April 2016 with a submission deadline within the following 30-45 days.

## **4. BROADWAY DISTRICT TRAFFIC IMPACT STUDY**

- The 2015 Clarksville Redevelopment Commission contracted the Lochmueller Group to complete a Traffic Impact Study for Clarksville's Broadway District. This study was contracted to provide all local decision makers with a better understanding of the necessary transportation infrastructure improvements which

would be required to better support and encourage development of the currently underdeveloped area.

- We received a DRAFT copy of the Traffic Impact Study on Monday, February 29, 2016.
- Upon reviewing the DRAFT copy, Sharon Wilson, Planning Director, and I coordinated a multitude of phone conferences and in-person meetings with property owners within the study area to discuss the recommendations presented in the Study.
  - Bradley Cummings, Public Works Director, Tom Clevidence, MS4 Coordinator, and Brittany Montgomery, Projects Coordinator were involved or informed about each discussion.

## 5. MISC. ACTIVITIES

- Met with seven separate developers interested in the Veterans Parkway RFP.
- Spoke with multiple developers over the telephone regarding the Veterans Parkway RFP and South Clarksville Plan.
- Organized prospective Appraisers for three service contacts with the Redevelopment Commission.
- Attended an introductory meeting with Jim Epperson, Executive Director of Southern Indiana Clark-Floyd Counties Convention – Tourism Bureau, to discuss current, past, and future collaboration between the organization he represents and the Clarksville Redevelopment Commission.
- Attended a meeting which included Josh Darby, JTL Eng., Brittany Montgomery, Bradley Cummings, and Mike Huff, Assist. Public Works Director, to review the final plans for the Jane Sarles Lane Improvement Project.
- Attended a special meeting for the Ohio River Greenway Commission to discuss the Commissions future role. Other present Town staff included Brian Kaluzny and Brittany Montgomery.
- Met with Jesse Ballew to discuss obtaining a temporary Right-of-Entry agreement for the Jane Sarles Lane Improvement Project. We also discussed the Veterans Parkway/ Byron Drive/ and Lombardy Drive Improvement Project during this meeting. Ballew is an adjoining property owner to both project areas.
- Met with Jesse Ballew to obtain a signed temporary Right-of-Entry Agreement form for his property along Jane Sarles Lane. We also discussed the results of the Broadway District Traffic Impact Study.
- Attended a Gateway Park update meeting with Brian Kaluzny, Parks Superintendent, Willie Liter, Parks Maintenance Chief, Brittany Montgomery, Josh Darby, and Tricia McClellan.
- Met with representatives from Jacobi, Toombs, and Lanz to discuss the various ongoing projects which they are involved in with the Redevelopment Commission.
- Met with Richard Moore, R W Moore Consulting Engineers, regarding the ongoing Court Avenue Extension Project at the site.

- I met with Richard Moore, representatives from Temple & Temple, and Cory and Kyle Hoehn regarding the Court Ave Extension Projects current status. Temple & Temple presented an updated completion timeline and work schedule during this meeting.
- Met with Fire Chief Brandon Skaggs and Deputy Chief Dennis Johnson regarding their Department interest of building a new fire station in South Clarksville or rehabbing the existing station along Stansifer.
- Attended the March 4, 2016 Department Head Staff Meeting. During this meeting I present the Redevelopment Commissions ongoing and future projects.
- Met with Harold Hart, Josh Campbell, Security Pros Project Coordinator, and Brian Kaluzny regarding the Riverside Drive Security System Project.
- Discussed future GIS and Redevelopment Project integration with Jacob Arbital, GIS Technician.
- Coordinated the potential location of an 80 – 90 employee medical facility to Clarksville. Such project would be an infill development project along an existing commercial corridor.
- Met with Nick Lawrence, Wheatley Group, to discuss the 2015 Redevelopment Commission TIF bond issuance.
- Conducted a live interview with Katie George from WDRB on the South Clarksville Redevelopment Plan and Court Avenue Extension Project.
- Prepared claims for the March Historic Preservation Commission Meeting.
- Conducted various grant administration tasks.

**Request to Advertisises for Special Meeting**... Redevelopment Director Dylan Fisher reported to the Commission that a special meeting is needed to facilitate moving forward on a few projects that cannot wait until the next scheduled meeting of the Commission. Discussion was held and April 4, 2016 @ 6:00 was the agreed upon date and time.

**Approval of Claims**... Upon the recommendation from Redevelopment Director Fisher to approve the regular register of claims in the amount of \$94,940.06 and the bond register of claims in the total amount of \$136,229.39, Commissioner Fetter made a motion to approve both registers, seconded by Commissioner Fisher and carried by 4/0 vote.

**Adjournment**...There being no further business to come before the Commission at this time, a motion to adjourn the March 10, 2016 meeting of the Clarksville Redevelopment Commission at 8:12 P.M. was made by Commissioner Fisher, seconded by Commissioner Fetter and carried by 4/0 vote.

Minutes Approved by the Clarksville Redevelopment Commission April 18, 2016.

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A.D. Stonecipher

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David Fisher

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Paul Fetter

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Jennifer Voignier

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Don Slone