

Minutes

Redevelopment Commission

July 5, 2022

6:00 P.M.

THE REGULAR MEETING OF THE REDEVELOPMENT COMMISSION FOR THE CITY OF CHARLESTOWN WAS HELD ON TUESDAY, JULY 5, 2022 AT THE CITY COUNCIL CHAMBERS AT CITY HALL.

Ms. Ennis called the meeting to order at 6:00 P.M. Board members present in person: Ms. Donna Ennis, Mr. Derek Coombs, Mr. John Spencer, Mr. BJ Steele, and Ms. Benita Pate. Also present was Mayor Treva Hodges, Amy Burnette, Frost Brown Todd LLC, Greg Fifer, Applegate Fifer Pulliam, Jill Saegesser and Evan Shive with The Wheatley Group, LLC.

Minutes

Mr. Steele made a motion to approve the Minutes for the regular meeting held on June 7, 2022, the special meeting held on June 27, 2022, seconded by Mr. Coombs. Approved 5-0.

Claims

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

Public Comment

None.

The Wheatley Group Report

Facade Program – To date \$98,830.58 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 and 304 Main Cross. The façade improvements at 600 Pike Street, 807 High Street, 324 Main Cross Street, 359 Market Street, 263 Madison Street and 318 Main Cross Street have been completed and the funds have been distributed.

Continued discussions related to fire protection at the Industrial Park. A test was conducted on

February 24, 2022. More discussion was held at an Executive Session on March 30, 2022. The title work related to the fire suppression pump has been completed. HWC has submitted an on-call agreement to be considered by the Redevelopment Commission at the July 5, 2022 meeting. The first action to be considered under the on-call agreement is the coordination work related to this project.

Continue to work with legal counsel to establish the TIF areas to support Depot Street and Quality Court/Shadow Lake projects.

Old Business

Depot Street Revitalization Project

Discussed the steps necessary to vacate the structure currently occupied by the North Clark Outreach Center. The lease expires on July 31, 2022. Greg Fifer suggested that the North Clark Outreach Center draft a list of items they take from the facility and present it to the President of the Redevelopment Commission for signature. Mr. Fifer and Ms. Saegesser then discussed a timeframe for which the North Clark Outreach Center must remove all remaining items/scrap materials from the premises. Ms. Saegesser stated that a coordination meeting will be necessary prior to the demolition of the structure.

Discussed the wastewater relocation build operate transfer update. Ms. Saegesser stated that GM Development was selected to lead the project during the no cost scoping period. Discussions were initiated with GM Development and information has been forwarded to get the project initiated.

Discussed the High Street improvements project. Ms. Saegesser stated that she has been working with JTL to add the High Street Improvements project to the City's Community Crossing Matching Grant application prior to the end of August, 2022. The Redevelopment Commission agreed to make a good faith effort in ensuring that there is adequate connectivity between the Forest Edge development and downtown Charlestown. The project will improve High Street and sidewalks from Market Street to Harrison Street, which is approximately two blocks. This would also include catch basin and possibly the replacement of a small retaining wall. The estimate for this project, which could be bid as early as the end of 2022, is \$408,000. The required local match for the proposed project is right under \$102,000. Mr. Spencer made the motion to commit up to \$102,000 toward the match for the project, seconded by Mr. Steele. Approved 5-0.

Mr. Fifer addressed the status of the street/alley vacations and parcel consolidation. He stated that once the development agreement has been executed, the process to vacate the streets and alleys and the Council will be asked to approve a plat vacation. Mr. Fifer asked the Commission to allow the Redevelopment Commission President to sign the streets and alleys vacation documents to be presented to the Plan Commission and the City Council. Mr. Spencer made the motion to authorize the Redevelopment Commission President to sign the necessary documents related to the streets and alleys vacation documents, seconded by Mr. Coombs. Approved 5-0

Mr. Fifer stated that both the AFP Partners and the River Ridge Development Authority Board have agreed to allow him to continue to assist the Redevelopment Commission until the Depot Street/Forest Edge project has closed.

DCE Quality Court (now Shadow Lake) Project

Ms. Saegesser stated that attorneys with Frost Brown Todd have been working with the developer to finalize the development agreement. It is anticipated that the development agreement will be ready to present to the Commission for approval in August.

Ms. Saegesser stated that GM Development was selected to lead the project during the no cost scoping period. GM Development is on track to provide a final cost and scope. The BOT agreement and the development agreement could be executed at the same time.

Kleinert Property Donation

Ms. Burnette discussed that the donation agreement is being finalized and then the City will be able to schedule and conduct a closing on the property.

New Business

HWC On-Call Agreement

HWC was asked to provide an on-call services agreement to provide assistance as needed with various tasks and projects that may come up during the remainder of the year, not to exceed \$30,000. Mr. Spencer made the motion to approve the on-call agreement with HWC and authorize HWC to begin the coordination work necessary to resolve the fire pump suppression issue under the on-call agreement, seconded by Mr. Steele. Approved 5-0.

Adjournment

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

Date

Attest:

BJ Steele, Secretary

Date