

Minutes

Redevelopment Commission

March 21, 2023 6:00 P.M.

THE REGULAR MEETING OF THE REDEVELOPMENT COMMISSION FOR THE CITY OF CHARLESTOWN WAS HELD ON TUESDAY, MARCH 21, 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 and Robert Brooks. BJ Steele was not present. Also present was Mayor Treva Hodges, Beau Zoeller, Frost Brown Todd LLC, and Jill Saegesser and Evan Shive with The Wheatley Group, LLC.

Public Hearing on Additional Appropriation – Forest Edge Bonds

Mr. Coombs opened the public hearing and asked Beau Zoeller with Frost Brown Todd to discuss the purpose of the public hearing. Mr. Zoeller stated that the purpose of the public hearing is to discuss the issuance of a bond to make public improvements related to the Forest Edge development. The Commission established the Depot Street TIF in anticipation of this project, but all allocation areas pledged toward this development. Mr. Zoeller stated that Frost Brown Todd conducted a Section 103 analysis to determine if the bonds could be tax-exempt. Mr. Zoeller said that the firm applied two tests: Is the project private use?; and Is the project private pay? The project is private use in that the development is a multi-family project that is private and it is private pay as the developer will execute a minimum taxpayer agreement with the City to pay off the bond. This minimum taxpayer agreement holds the developer accountable to make the tax payments. Mr. Zoeller stated that the next step is for the Commission to consider the resolution related to the bond issuance later in the meeting. If the resolution is approved, the City Council will then consider a similar resolution and a financing agreement. Mr. Coombs asked if anyone in the audience would like to speak. There were no other comments. Mr. Coombs closed the public hearing.

Minutes

Mr. Coombs stated that the February 7, 2023 meeting minutes were provided prior to the meeting for review and asked if there were any questions related to the minutes. Mr. Spencer commented that he would like Mr. Steele's questions related to the Thomas Downs House façade application added to the minutes as follows: Mr. Steele stated that he had some questions. Is this a business? Ms. Saegesser stated that it is not a business, the building is owned by a not-for-profit. Mr. Steele asked how does this qualify if it's not a business? Ms. Saegesser answered that while most of the

grants have been issued to businesses, not-for-profits are eligible as well. Mr. Spencer mentioned that the City recently used the funding to improve City Hall. Mr. Steele stated that it sounded like it was a home renovation. Mr. Spencer went on to say that the Thomas Downs house is utilized as a museum. The Downs House project has been on-going for several decades and he commends the organization for trying to preserve the house.

Mr. Spencer made a motion to approve the minutes with the proposed changes for the regular meeting held on March 21, 2023, seconded by Ms. Pate. Approved 4-0.

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. Ms. Pate made a motion to approve the claims, seconded by Mr. Brooks. Approved 4-0.

Public Comment

None.

The Wheatley Group Report

Jill Saegesser with The Wheatley Group reported the following:

Met with potential developers for the Shadow Lake property on February 6, 2023 and discussed potential development opportunities with a local broker.

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.

Continued discussions related to fire protection at the Industrial Park. The HWC water resources team of engineers has begun developing solutions. HWC has been working with the Indiana American Water staff to obtain the additional information necessary to engineer a proposed solution. The fire pump test that was scheduled for March 7, 2023 has been postponed.

The Charlestown Flats (multi-family project located off of Pike Street) has submitted a tax credit application to IHCDA and has been “assigned” READI funds through the Our SoIN RDA. The developer received approval from the Our SoIN RDA Board at the September 2, 2022 meeting. This level of approval allowed the project to be formally submitted to the Indiana Economic Development Corporation for formal approval of the \$2.4 million grant. The developer is still waiting on notification from IHCDA regarding the award of the tax credits.

Worked with two (2) of the Commission members and the Commission’s legal counsel to review the program policies and procedures for the proposed Restaurant Revolving Loan Fund. This included discussion related to whether TIF funds can be used to fund the proposed program.

TWG has been working with the Clerk/Treasurer’s office to complete and submit the 2022 Annual Report to the Indiana Department of Local Government Finance on or before April 15, 2023.

Old Business

Depot Street Revitalization Project

Resolution 2023-R-1 – Issuance of Tax Increment Bonds

Mr. Coombs asked Beau Zoeller with Frost, Brown, Todd to discuss the pending resolution to the Commission. Mr. Zoeller stated that the resolution lays out the parameters for how the bond will be re-paid and it also authorizes the sale of the bond. Mr. Zoeller re-iterated the points that were made during the public hearing related to the type of bonds, etc.

Mr. Coombs asked if there were any questions related to the bond resolution. Mr. Spencer made a motion to approve Resolution 2023-R-1 to issue tax increment bonds to support the Forest Edge development, seconded by Mr. Brooks. Approved 4-0.

Development Update

Ms. Saegesser stated that both JTL and AFP continue to work with City planning staff to consolidate the parcels and update the plat. Ms. Saegesser stated that the Plan Commission recently approved the plat. She went on to report that the attorneys have been working with the City and financial advisors in preparation for the bond issuance and closing. The most recent schedule anticipates a land and bond closing in mid-May of 2023.

Utility Relocation BOT Update

Ms. Saegesser reported that a preconstruction conference was held on February 22, 2023 with representatives from GM Development and the team responsible for the design and construction of the utility relocation. Materials have been ordered.

Madison Street Reconstruction Update

Ms. Saegesser reported that HMB will attend a future Commission meeting to request authorization to begin the design phase of the project. The timing of the design will be coordinated with the developer's engineers to ensure that the project meets the proposed schedule.

Ms. Saegesser will coordinate with the City regarding the High Street improvements. The Commission will be contributing funds toward the local match for that project. The City, through the Board of Public Works, has awarded a contract and is currently waiting to receive the purchase order and funds from INDOT to proceed.

Shadow Lake Project (formerly DCE Quality Court)

Josh Hillman with DC Develop gave an update on the project to the Commission. Mr. Hillman stated that trees have been cleared in anticipation of the Quality Court portion of the project, an easement has been executed between the school and the City and that DC Develop held a meeting to discuss the project with adjacent property owners. A written update was also provided to the Commission and is included below:

- Currently holding bi-weekly meetings with Clark County REMC regarding future substation.

- Met with Duke Energy Transmission & Distribution Team on March 14th regarding electrical coordination and electric service to the new traffic signal. Duke services approximately 30 acres of Shadow Lake. Requested authorization for roadway construction beneath transmission mains crossing the property.
- Shadow Lake Internal Roadway Design
 - Finalizing roadway design, inclusive of a roundabout at the 4-way intersection internal to the site.
- SR 62/Cristiani Pkwy/Miami Trail Intersection:
 - Final Construction Plans submitted to INDOT on February 6, 2023.
 - INDOT & CSX are now coordinating together.
 - Construction is anticipated to start in late Spring, pending permit approval.
- Water main, booster station and storage tank design to be completed in April.
- Held meeting on March 16th at 6 pm for Woodford Farms before the start of construction/tree clearing on Quality Court.
- GCCS approved the Quality Court Drainage easement on March 14th at their Board Meeting.
- On March 17th, the DC Team began clearing and preparing road construction on Quality Court.

Shadow Lake Park Update

Ms. Saegesser reported that HWC continues to work on the concept delivery for Shadow Lake Park. A meeting was held in February with City officials to review programming options. The City hosted a stakeholder meeting on March 15, 2023.

Family Activities Park – The Depot Project

Mayor Hodges distributed the preliminary budget and layouts as prepared by HWC. The Mayor explained to the Commission that the layouts are based upon survey feedback and an on-site meeting last August. After internal meetings with City staff and HWC, the design concepts were taken back to the school and students for feedback. The students gave additional feedback related to the designs in that the area should meet ADA compliance and should include restrooms. Mayor Hodges said that City staff has discussed programming and staffing. In particular, the staff should be over the age of 18. The Mayor explained the layout and focused on Phase 1. She said that City staff will be responsible for getting quotes on materials, as well as other items that the City cannot construct or install. The Mayor intends to bring a more detailed presentation to the next Commission meeting in hopes of obtaining authorization for a not-to-exceed amount to allow the Board of Public Works to move forward.

Mr. Spencer asked if there has been consideration regarding on-going maintenance costs? Mayor Hodges answered by saying that was part of the planning process. She went on to explain that some of the materials come with warranties, such as the turf, which has a 25 year warranty. She has tasked the City's Park Staff to factor in the useful life and replacement cost over the next 10-15 years. The Mayor also mentioned that the staff is exploring a separate entry fee from the existing Family Activities Park fee. Users can pay separate entry fees for the splashpad, mini golf and The Depot, or wristbands could be sold for all areas. Season passes will also be explored, as well as opening it after all sporting events so the young adults can "hang-out" at The Depot. Mr. Spencer asked if the armband would be used on the "honor system". Mayor Hodges said yes and that there haven't been any issues to date. The Mayor also stated that The Depot will be available for private rental.

