

**Kendallville Redevelopment Commission  
February 17, 2010  
Kendallville City Hall**

**Members in attendance:** Mary Allen, Duane Brown, Bob Frick, Chris Marshall, Ray Scott

**Members Absent:** Barb Babcock, Kim Treesh

**Others Present:** Jay Stankiewicz from DLZ, Dave Shaffer from Region III-A, Mayor Suzanne Handshoe, Sheryl Hanes, Scott Derby.

**I. Meeting called to order.**

8:00 am

**II. Approve minutes from January 13, 2010 meeting.**

Bob Frick made a motion to approve minutes as presented. Second by Chris Marshall.  
Motion passed.

**III. Review monthly financial reports - Kim Treesh, RDC Treasurer.**

Ray has a question in regards to the Niblock Street Improvement expense listed on the financials. Sheryl Hanes, Clerk Treasurer will pull invoice and review it with Ray.  
(Later Sheryl confirmed that this was a change order for additional downtown alley work from Scott Derby. The RDC had previously approved).

**V. Old business:**

**A. Dowling Street Project Status Report - Scott Derby**

**Review any invoices received prior to our meeting.**

January 14, 2010 Mayor Suzanne Handshoe, Scott Derby, Kendallville City Engineer along with Jay Stankiewicz from DLZ and Dave Gee from Region IIIA made a presentation to INDOT for additional funding for the Dowling Street Project. Scott Derby stated that we were awarded the requested \$492,304 of additional funds.

Jay Stankiewicz from DLZ Indiana, LLC presented Supplemental Agreement #1 for Dowling Street Improvements. This agreement includes the following additions to the original agreement.

- a) Appendix "A", Section A.8, Revise the area computations, legal descriptions and parcel plats (Fee \$20,900)
- b) Appendix "A", Section D, Additional research and analysis of existing Right of Way (Fee \$28,200.)

These fees were outside of the original scope of the project.

The Engineer shall receive as payment for the work performed under this Agreement a total fee not to exceed \$190,000 unless a modification of the Agreement is approved in writing by the owner. With these additional charges and the findings of the Right of Way determination we will still see a net savings of approx. \$150,000.

Duane Brown made a motion to approve Supplemental Agreement #1 as presented not to exceed \$190,000. Second by Mary Allen. Motion passed.

Jay Stankiewicz from DLZ Indiana, LLC also presented Supplemental Agreement #3 It includes the following revisions to the original agreement:

- a) Appendix "A", Section B, Provide an extended left turn lane for westbound traffic on Dowling Street desiring to turn southbound on to Park Avenue (Fee \$7,800)
- b) Appendix "A" Section B, Provide a right turn lane for westbound traffic on Dowling Street into the existing Noble County Fairgrounds (Fee \$6,750)
- c) Appendix "A", Section B, Provide specifications and contract documents that will allow for the existing concrete pavement to be cracked and seated prior to the the placement of the asphalt overlay (Fee \$10,500)
- d) Appendix "A", Section BB, Revised the Title Report/Insurance (both residential and Commercial) to actual units necessary to complete the work.
- e) Appendix "A", Section BB, Revised the Title Updates to actual units necessary to complete the work.

The above-described changes are outside of the original scope of the project and we believe a Supplemental Agreement is justified. This contract amendment increases the current contract fee of \$340,100 by \$28,280 to \$368,380.

Duane Brown brought to Jays attention that the IDEM Permit was not listed on the Supplemental Agreement #3. Jay will make this adjustment and submit a new agreement for the Redevelopment Commission to review and approve at a special meeting on Tuesday, February 23, 2010 at 8:00 am.

**B. Report from Umbaugh & Assoc. on TIF-Monitoring activity.**

No new activity.

**C. Report from Bob Frick on possible new Downtown/Main Street sound system project.**

We were presented with a proposal from Imagination Pro Media, Inc. for the installation of outdoor speakers to allow sound to cover three blocks of Main Street north and south of Williams Street. Electronic equipment will possibly be located on the Joanna's Dealicious Treats building located at the southeast corner of Main and Williams Street (Waiting for final approval from building owners Hayden Family).

Location needs to be confirmed with Imagination Pro Media once we receive approval. Final cost of project is \$15,475. Duane Brown made a motion to authorize Bob Frick to contact Doug Atz for the legal paperwork needed to present to the Hayden's and IPM to install this package on the Hayden property. Second by Mary Allen. Motion passed.

**D. Report from Ray Scott on possible new globe replacement project on the Downtown/Main Street decorative light poles. (ON HOLD)**

**E. Review the results of the 2009 Façade Improvement Matching Grant Program.**

Ray stated that we have a balance of \$10,000 from last year's funds. He also suggested that we transfer \$60,000 to the Façade Improvement Program for 2010. Duane Brown made a motion to transfer the \$60,000. Second by Bob Frick. Motion passed.

Ray suggested that we present the building owners with a plaque that states they have participated in the Façade Improvement Program. He has gotten some pricing from Stein Design not to exceed \$12 per plaque. Bob Frick made a motion to approve plaques for those business that have participated in the program. Second by Mary Allen. Motion passed.

**VI. New Business:**

**A. Information on available grants for a possible Downtown Revitalization Program.**

The City Comprehensive Plan Draft "B" will be ready for public view in early March.

**B. Consider assisting the Local Development Corp. (LDC) with financing for the East Industrial Park Site-Ready Certification via the Northeast Indiana Regional Partnership Program.**

We are very interested in helping with this project. Ray Scott will seek additional information about what their needs are and the cost involved.

**Meeting adjourned - Next (special) meeting February 23, 2010, at 8:00 a.m.  
Next regular meeting will be March 10,2010**