



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
1 Strongs Avenue
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Regular Meeting / July 11, 2017
Minutes

Attendance: Dave Cooper, Brennan Duffy, Chris Etori, Barbara Spaulding, Ed Clark, Betsy Bloomer and Matt Whitcomb.

Absent: Mike Gauthier, Stephanie Romeo, Wendy Wilton and Israel Mac.

- I. The meeting was called to order at 8:03 am.
- II. Agenda Additions/Deletions – None.
- III. Chris moved to approve the minutes of June 27, 2017. Ed seconded. Motion was approved.
- IV. No one from the public was in attendance to address the Board.
- V. Ed moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$25,631.88 and recommend to the Board of Finance payment of Fund 100 expenses in the amount of \$74,674. Matt seconded. Brief discussion on the timing and review of Parker Excavating expenses for the Strongs Avenue Gateway Project and the early in fiscal year billing of the City Treasurer's services. Motion was approved.
- VI. Barbara provided the quarterly grant/loan update via email and gave the following grant updates:

Evelyn Street Planning Grant – The budget will need to be revised provided the Site Access letter is approved by Brixmor.

Northwest Neighborhood Revitalization – VCDP determined that the money from the sale of the properties is not program income and the grant amendment will not need to include that change. An amendment will still need to be done regarding rearranging the funding categories. NWWVT is predicting a \$400,000 deficit if their work continues to include the rehab of 116 Park Avenue and have proposed restructuring the demo/rehab plan. NWWVT will be invited to an August RRA meeting.

Rutland County Parent Child Center – Still awaiting an updated budget in order to amend the grant award to include an additional \$43,000 for costs associated with the cleanup. Meeting with new director and Caprice is scheduled for Thursday at 2 pm.

SVCOA, 143 Maple St. – All documents related to the amendment for the additional \$50,000 have been executed and uploaded to the GEARS system. A Monitoring Visit has been scheduled for July 27 at 10 am. SVCOA expects to be moved into the site by July 20 with an open house scheduled for later in the year.

MPG Zoning Rewrite – Next meeting of the Zoning Rewrite Committee is Wednesday, July 26 at 5:30 pm at City Hall.

Downtown Gateway Improvements – First invoice from R. Parker Enterprises was included in the warrant. The grant term expires on 9/23/17. The full \$100,000 will be requisitioned when the project is completed.

Loans: All annual reports for 6/30/17 are due no later than July 30, 2017. All require copies of the entities financial statements, in process of collecting pdfs of those.

VII. Brennan provided the following project updates:

Evelyn Street Planning Grant – The scope of work will change for the planning study. The revised site access agreement was signed by the City. It is currently with the Brixmor legal team and we are awaiting their response to the proposed revisions. The scope of work change would include completely removing the environmental testing. Discussion on John Kalish's current interest in the Evelyn Street site, his proposed match and lease option on Depot Park through 12/31/17.

Downtown Gateway Improvements – Curbs are now installed and bump outs are nearing completion, the 9 trees and plantings along Strongs Avenue are in place.

Center Street Marketplace – The agreement with Parker Excavation is being drafted for the project. A pre-construction meeting is scheduled for next week, inviting general stakeholders the day after to talk to the resident Engineer and Contractor. The work is still on track to begin early August and substantially complete by the end of November. An application to the Recreational Facilities Grant Program through the Building and General Services Administration at the State is in process. The request is for \$25,000 that would be used to add recreational amenities back into the project.

TIF – In holding pattern for potential project.

RRA Website Update – Brennan will make the private link to the RRA website available to the Board for their review and comment.

VIII. DRP Update – First Friday Night Live event is this Friday, July 14.

IX. BOA Update - Chris confirmed that C&ED Committee meeting is scheduled for Wednesday to discuss the BIAP revisions, as well as, the city owned property dissolution process to include a role for the RRA.

X. New Business – Travel Reimbursement.

Discussion on definition of per diem reimbursement. Ed moved to amend the Expense Reimbursement Form for the RRA to exclude the requirement for receipts for per diem meals on Page 2. Chris seconded. Motion was approved.

XI. Old Business – Strongs Avenue Fence/Screen. The Board reviewed the bids submitted for the fence/screen. Ed moved to accept the low bid from 802 Fence Co. LLC for Option #1 a 8 ft. solid panel fence in the amount of \$5,790.90 and to contribute \$3,290.90 in RRA funds toward the cost of the fence. Chris seconded. Motion was approved.

SBD FY18 Tax Rate – Brennan met with the City Assessor to determine the SBD grand list of \$565,533 in taxable property and calculated the tax rate based on the \$280,000 amount to raise. Chris moved to set the SBD FY18 tax rate at .4951 subject to review by the City Treasurer. Ed seconded. The rate is slightly lower than last year. Motion was approved.

XII. Chris moved to adjourn. The meeting ended at 8:58 am.

These minutes approved this ____ day of _____, 2017.

Betsy Bloomer, Secretary