



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
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Regular Meeting / March 24, 2015
Minutes

Attendance: Dave Cooper, Brennan Duffy, Claus Bartenstein, Barbara Spaulding, Matt Bloomer, Israel Mac and Mike Gauthier.

Absent: Stephanie Peters, Ed Clark and Wendy Wilton.

Also attending: Alderman William Notte, Chris Etori, Downtown Rutland Partnership, Kevin Loso, Executive Director of Rutland Housing Authority, Amy Dohner, Housing Vermont and Cristina Kumka, PEG TV

- I. The meeting was called to order at 8:04 am.
- II. Agenda Additions/Deletions – Introduction of Matt Bloomer as the newly appointed Alderman to the RRA Board. William Notte was thanked for his years and dedication while serving as Commissioner.
- III. Claus moved to approve the minutes of March 10, 2015. Mike seconded. Motion was approved.
- IV. No one from the public was in attendance to address the Board.
- V. Claus moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$2,945.92 and recommend to the Board of Finance payment of Fund 100 expenses totaling \$3,495.23. Mike seconded. Motion was approved.
- VI. Brennan discussed the RRA FY14 audit's material weaknesses and the requirement for a telephone conference with Randall Northrup, Corrette & Associates. Randall was reached via phone and said the RRA had a clean audit. He discussed the unassigned fund balance and material weaknesses which were addressed in the Management Letter.
- VII. Hickory Street Phase III.

Kevin Loso made a presentation regarding Phase III of Hickory Street project and asked for a letter of support from the RRA. He added there would not be a VCDP application for Phase III.
- VIII. Barbara provided the following grant updates:

DTF Grant Application: The City was awarded the full \$100,000 for the Downtown Pedestrian and Gateway Improvements project. There were 13 applications submitted

and five were funded including the City of Rutland. Work will commence in 2016.

Downtown Designation Renewal 2015: The draft strategic plan has been completed. The public hearing to amend the Master Plan will be held Wednesday, March 25 at 6 pm and the Downtown Capital Plan and Budget is under review by the DPW. Photos demonstrating Downtown Rutland's success stories are still needed for the application.

Downtown Gateway Planning: The professional services contract was amended to allow LandWorks additional time to complete the study. A public meeting to discuss the results is being scheduled for April 29 at the Fox Room of the Library.

DTF Streetlights/Sidewalks: The original agreement for hiring outside contractors has been revoked by the Union. Mike Coppinger, as project manager, is working on approval from the Union to put the West Street sidewalk portion out to bid.

IX. Brennan provided the following project status updates:

Brennan will ask the Board of Aldermen at its April 6 meeting to refer to committee the College of St. Joseph's WWRRI application for its new real estate investment.

34 North Main Street: Brennan discussed the status of negotiations with the potential sale of the property.

Center Street Marketplace: Stantec is preparing an estimate to include work through the construction phase.

Environmental Tech Proposal: Discussion regarding using 50% of the net solar revenue to develop a fund for recruitment and retention of new and existing environmental tech and energy innovation companies.

VT Business Expo: Brennan presented the revised trade show booth graphics for the May event and discussed a tri-fold brochure which is being developed.

X. DRP Update. Mike will discuss at April 14 meeting Quarterly report.

XI. New Business. Treasurer's report for FY15 Period 7 February.

XII. Claus moved to adjourn. It was seconded. Motion was approved. The meeting ended at 8:50 am.

These minutes approved this ____ day of _____, 2015.

Israel Mac, Secretary