



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
1 Strongs Avenue
RUTLAND, VERMONT 05701
(802) 775-2910 spauldingrra@rutlandvtbusiness.com

Regular Meeting / December 11, 2018
Minutes

Attendance: Israel Mac, Betsy Bloomer, Dave Cooper, Brennan Duffy, Mary Markowski, Ed Clark, Matt Whitcomb, Stephanie Romeo, Mike Gauthier, and Barbara Spaulding.

Also Attending: Alderman Chris Etori.

- I. The meeting was called to order at 8 am.
- II. Additions/Deletions to the Agenda – None.
- III. Matt moved to approve the minutes of November 27, 2018. Ed seconded. Motion was approved.
- IV. No one from the public was in attendance to address the Board on matters not on the agenda.
- V. Ed moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$24,061.79 and recommend to the City Board of Finance payment of Fund 100 expenses totaling \$500. Israel seconded. Mike recused himself from voting. Motion was approved.
- VI. Barbara provided the following grant updates:

Hickory Street Phase III – Closeout documents have been submitted. Total expenses for Phase III \$6,330,838 of which there was a \$200,000 VCDP grant and a \$50,000 Maples RLF grant. Total all phases: \$22,394,900 with \$1,151,650 in City Grants and \$19,650 in RRA for grant admin expenses. Actual admin expenses total \$23,580. The final invoice for RRA grant administration has been submitted to Housing VT.

Brennan added that according to the Rutland Housing Authority (RHA) the project has a surplus and the RHA has calculated a prorated refund amongst all the funders. They reported that after reaching out to VCDP it is preferred the funding remain with the City. The RHA is planning to submit a plan to the Board of Aldermen to use the City's surplus funds to erect a fence. The fence will screen the project from the railway siding on the east side of the development where rail cars are now being stored.

Downtown Strategic Planning Grant – Resubmitting the application to Main Street Grant due Dec. 15. Mary asked if the funds committed in the original application

were still committed for this application. It was confirmed that the \$2,500 should remain with the application.

Better Connections Grant – Brennan and Barbara are planning to meet with Brian Sell, Pine Hill Partnership Executive Director to discuss an application through the SCBC program.

Northwest Neighborhood Revitalization – The extension was granted until June 30, 2019 and an amendment executed. A subgrant agreement amendment is in process for Thursday's Steering Committee Meeting. A progress report is due Jan. 30, 2019 for period ended 12/31/2018.

Rutland County Parent Child Center – The deadline for formal commitment from funders regarding the budget gap is Dec. 21. We have not received any indication that this date is problematic. It was noted that there was a substantial water break at the Chaplin Avenue location which may create a hardship for the RCPCCC.

Farm and Food Center – The USDA awarded a planning grant to the Farm and Food Center. A future implementation grant may require some assistance from the RRA.

VII. Brennan provided the following project updates:

Housing Development – A developer submitted a proposal for the development of new housing units. The College of St. Joseph has placed the 32 units of condos on Campbell Road on the market for \$2,400,000.

Sign Ordinance - The Community and Economic Development Committee meeting to consider the sign ordinance was rescheduled for January 9th at 5:30 in the downstairs conference room at City Hall.

Downtown Vacancies – Brennan and Steve Peters, DRP, have been discussing next steps to focus on the vacancies in downtown. They are working on a map of the Special Benefits District to analyze trends with businesses opening and closing to help determine strategies to assist in filling empty storefronts. There will be a committee created including RRA and DRP members for Downtown Business Development Initiatives, Dave, Betsy, Ed and Mike agreed to represent the RRA.

5 North Main Street – The Five Guys fit-up continues and the water hook up application was received by the City. A January opening is anticipated.

Roots the Restaurant – Opened in their new space at the recently renovated Strand Theatre in the Center Street Marketplace.

Regional Marketing Initiative - The Steering Committee will be meeting on Wednesday to formularize a short, mid-term and longer term plan to continue the initiative.

VIII. DRP Update – No meeting.

IX. BOA Update – Matt reported that the Aldermen are concluding budget meetings considering the Mayor’s FY2020 budget, so far everything has been approved as submitted. At the last meeting, the BOA approved taking funds out of the unassigned fund to support the repair of the Police Department roof.

X. New Business - Treasurer’s Report as of October 31, 2018.

Mary presented the Treasurer’s Report included in the Board Packet. The cash position of the RRA is good and expenses are on target for the year to date. The BIAP fund has \$209,000 with 5 recorded forgivable loans.

XI. Old Business.

Matt thanked Brennan for circulating the economic development data and suggested it might be used as a development tool identifying opportunities to market strategically with the area at full employment.

XII. Adjourn.

Matt moved to adjourn. Stephanie seconded. The meeting ended at 8:30 am. The next meeting will be Tuesday, January 8 at 8 am.

These minutes approved this ____ day of _____, 2018.

Betsy Bloomer, Secretary