



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
1 Strongs Avenue
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Regular Meeting / June 9, 2015
Minutes

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

Also attending: Mike Coppinger, Glenda Hawley, Lyz Tomsuden, Downtown Rutland Partnership. (See attached list of attendees.) Gordon Dritchillo and Christina Kumka.

Absent: Wendy Wilton.

- I. The meeting was called to order at 8:02 am.
- II. Agenda Additions/Deletions – Executive Session for the discussion of DRP contract was added to agenda.
- III. Ed moved to approve the minutes of May 26, 2015. Mike seconded. Motion was approved.
- IV. No one from the public was in attendance to address the Board.
- V. Mike recused himself from discussion and voting on the warrant. Ed moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$23,955.26 and recommend to the Board of Finance payment of Fund 100 expenses totaling \$2,500.00. Stephanie seconded. Motion was approved 6-0 and 1 abstention.
- VI. DRP FY16 Budget Discussion – Copies of the DRP responses to the RRA's questions on the Work Plan & Budget FY16 were distributed and Mike Coppinger was asked to provide further information on a number of the DRP's responses.

Mike stated that the DRP was unaware of what the future health care coverage costs or penalties were in relation to the DRP's current health care policy.

There was discussion on estimated costs for future unemployment payments and annual insurance premium increases due to the DRP's choice to eliminate the bookkeeper position. Mike stated that the DRP was unclear what these future costs could be but would adjust as necessary in their FY'16 budget.

Choice to invest in a DRP presence at the Vermont Welcome Center in Guilford was discussed and a suggestion to provide a map so that potential visitors coming from Southeast VT and I-91 could find their way to Rutland was made.

Special Events budget and talent was discussed, in particular the recommendation from the RRA that an inclement weather contingency plan be adopted by DRP so that the evening concert events could still be successful in the event of a washout. Mike stated there was currently no formal contingency for rain and that the event would just see less attendance. It was suggested by RRA that the Paramount could serve as a last resort venue and Bruce Bouchard of the Paramount pledged his support for this as long as the venue was available. There was discussion as to the availability on the July dates in question and confirmed that at least July 24th was available and would be reserved as a rain out contingency for the largest and most expensive of the concert series.

Dave asked for feedback from those in attendance as to their thoughts on the \$15,000 budget increase request and its potential effect on increasing SBD tax liability for businesses and property owners. Members of the DRP Board, Rutland Garden Club and property owners spoke in favor of an increased tax to cover the funding request made by the DRP. They also spoke in favor of the work being done by the DRP.

There were questions and discussion about the RRA's current capital fund amounts, budget, and the collection of the SBD tax and percentage being used to fund DRP and RRA operations.

There was discussion about the sparsely attended DRP annual meeting held June 8th and whether SBD constituents had been adequately informed of the meeting and of the increased budget request and its potential implications to SBD tax liability. It was noted that there is a requirement in the DRP by-laws that SBD members be sent the upcoming fiscal year budget and notification of the annual meeting so that they can review and comment. Mike responded that there was a cost associated with a mailing and it had not been done. It was suggested that providing notification of the meeting and the proposed budget to review as required by the by-laws may have encouraged more attendance and feedback from SBD members.

VII. Barbara provided the following grant updates:

Gateway Study Planning Grant – The deadline to close out the grant was extended to July 5. All closeout paperwork is completed and will be filed when the Intelligrants System goes back online.

Designated Downtown Renewal Application – The renewal application addendum was filed June 4. A required presentation to the Downtown Board will be made by Mike Coppinger on June 22. The addendum included an amendment to the City's Master Plan which was approved. The plan is being reprinted.

DTF Strongs Avenue/Merchants Row Pedestrian Improvements – The grant agreement has been executed. Work is expected to commence in the spring of 2016.

DTF Streetlights/Sidewalks (West/Washington Streets) – The West Street sidewalk contract was awarded to Belden Construction with work to commence this summer.

The DPW will begin working on installing the streetlights on Washington Street this summer as well.

Neighborhood Revitalization Strategy Grant – The RRA Warrant included an invoice from NeighborWorks to conduct the required pilot project. This invoice constitutes the final financial obligation for the project. Close out will begin as soon as the “Porch Cleanup Project” is completed and documented.

VT Arts Council Grant – The application for the Downtown Mural Project was filed May 14. The award decision will be made August 1.

VIII. Brennan provided the following project updates:

VT Business Magazine – June’s Rutland article was very positive and was accompanied by the RRA print ad promoting Rutland’s energy innovation initiative.

Business Incentive and Assistance Program (BIAP) – Next meeting with Community & Economic Development Committee is scheduled for June 18th at 5:30pm. Negotiations with HFCU have been ongoing regarding their administration of a RLF as a piece of this initiative. An MOU to this effect has been drafted with the City Attorney and sent to HFCU for their review/approval. The funding source for the BIAP that the RRA has previously supported is a portion of the annual Solar Tax Revenue as well as Zamias Funds of \$50,000 to initially capitalize the fund. The City Treasurer has made an alternate proposal to the BOA that the funding of this initiative be done solely with Zamias funds. This alternate mechanism of funding will be further discussed on 6/18 and will ultimately be a BOA decision.

Northwest Neighborhood – The expected closing on the first grant funded acquisition did not occur as planned. Follow up continues by RRA and City Attorney and this deal could still occur in the very near future.

IX. DRP Update: None.

X. EXECUTIVE SESSION

Ed moved that that premature public knowledge regarding the consideration of the contract with the DRP would place the RRA at a substantial disadvantage. The motion was seconded and approved.

Ed moved to go into executive session for the consideration of the contract with the DRP. It was seconded and approved.

XI. RRA FY16 Budget – Brennan reviewed the draft RRA FY16 Budget. Discussion of the budget was tabled until the next meeting.

6/9/15

XII. ED moved to adjourn. Claus seconded. Motion was approved. The meeting ended at 9:28 am.

These minutes approved this ____ day of _____, 2015.

Israel Mac, Secretary

RR A
BOARD MTL
6/9/15

B
Bonnie Hawley, Hawley's Florist

Valerie Fothergill - Gus' Tobacco Shop / Sam Frank Inc

Christine Tattersall - Tattersall's Clothing & Accessories

LESLIE BRENNER - RUTLAND Resident - Member RUTLAND GARDEN CLUB

Gale Courcelle - Rutland Garden Club

Rebecca Bonadonna - Friction / Raw Honey Apparel - DTP board member

Gordon Witzchilo Rutland Herald - Medical

Steve Costello - Green Mountain Power

Glenda Hawley - Catamount Radio / DRP Chair

Donald Billings Roads / Bakery

Eddie Ryan Green Mountain Power

Sherril Dargin Campbell EP Management / DRP

Lyz Tombsden, DRP

Erica Balestrie - Downtown Bar + Grill / Cost Holding Corp

Michael Goppinger DRP

Dale Patterson Hop'n Moose Brewing Co.