

PLYMOUTH REDEVELOPMENT COMMISSION

March 19, 2019

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The Plymouth Redevelopment Commission met in regular session at 5:30 p.m., Tuesday, March 19, 2019, in the Council Chambers of the City Building at 124 North Michigan Street, Plymouth, Indiana.

President Mike Miley called the meeting to order for Commissioners Billy Ellinger, Nancy Felde, Tom Pedavoli and Craig Hopple. City Engineer Rick Gaul, City Attorney Sean Surrisi and Clerk-Treasurer Jeanine Xaver were also in attendance. Commissioner Melissa Christiansen arrived after roll call.

Commissioners Ellinger and Hopple moved and seconded to approve the minutes of the regular session of February 19, 2019. The motion carried.

TIF #1 – City Office Renovation Project Update

Sean said there was a meeting with Mike Miley, Billy Ellinger, Eric Weflen from RQAW, Mark Livinghouse and the owner from Michiana Contracting, Clerk-Treasurer Xaver and himself. We talked through the remaining concerns and punch list items. The subcontractor from the HVAC system came out and someone will be out to clean up the stairwell. City Attorney Surrisi recommended payment of the remaining invoices that we have been holding.

The original contract amount with Michiana Contracting was for \$2,198,700. Very early after the project began, they issued a -\$35,000 change order, stating that the amount was for a third party to come in and assess all of the systems, and follow up in-depth of training. Surrisi said that Michiana said that would not be necessary, as it was for larger facilities with more complex systems. They had included it in the bid because it was part of the specifications; however, the agreements with the subcontractors or manufacturers of the systems have a certain amount of this type of training built into them. This brought the contract down to \$2,163,700.00. At this point in time, the Redevelopment Commission has approved \$2,119,379.40 in payments, 10% of which is being held in retainage. The invoices for Michiana Contracting that are being held total \$58,669.60. That exceeds the current contract by \$14,349.00.

Surrisi explained that during the renovation of the building, several issues were encountered and there was discussion of they should be treated as change orders to the project or if they should be paid against the variance allowances within the project. It was determined to use them against the allowances.

Surrisi said that even after spending almost \$18,000 to furnish the council chambers with tables and chairs for the audience, staff and board members, if we were to have not approved the change order to reduce the contract by \$35,000, there would be enough money to pay the \$14,349 for the invoices currently awaiting approval, with just under \$3,000 to spare.

TIF #1 –

**Update on Hoham Drive**

City Engineer Rick Gaul updated the commission on the Hoham Drive Project. He reviewed the following report:

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CITY OF PLYMOUTH  
REDEVELOPMENT COMMISSION  
HOHAM DRIVE RECONSTRUCT  
DES# 1600926

PROPOSED LETTING DATE  
CONSTRUCTION ESTIMATE

8/11/2021  
\$ 2.4 M

PRELIMINARY ENGINEERING  
LOCHMUELLER GROUP

MARCH 2019 TASK	CURRENT		PREVIOUS		PRELIMINARY ENGINEERING	
	% COMPLETE	COST TO DATE	% COMPLETE	COST TO DATE	COSTS REMAINING	TOTAL COSTS
TOPOGRAPHIC SURVEY	100%	\$ 30,200.00	100%	\$ 30,200.00	\$ -	\$ 30,200.00
ENVIRONMENTAL DOC	61%	\$ 22,841.61	38%	\$ 14,158.34	\$ 14,458.39	\$ 37,300.00
PUBLIC HEARING	0%	\$ -	0%	\$ -	\$ 6,500.00	\$ 6,500.00
ROAD DESIGN & PLANS	25%	\$ 38,024.45	24%	\$ 35,460.92	\$ 112,375.55	\$ 150,400.00
STORMWATER ANALYSIS & REP	100%	\$ 16,800.00	100%	\$ 16,800.00	\$ -	\$ 16,800.00
404/401 PERMIT APPLICATION	0%	\$ -	0%	\$ -	\$ 3,300.00	\$ 3,300.00
RULE 5 PERMIT & SWPPP	0%	\$ -	0%	\$ -	\$ 4,900.00	\$ 4,900.00
IDNR CONST FLOOD PERMIT	0%	\$ -	0%	\$ -	\$ 4,800.00	\$ 4,800.00
UTILITY COORDINATION	11%	\$ 989.86	11%	\$ 989.86	\$ 8,110.14	\$ 9,100.00
GEOTECHNICAL INVESTIGATION	0%	\$ -	0%	\$ -	\$ 10,980.00	\$ 10,980.00
BID PHASE (HOURLY RATE - NTE)	0%	\$ -	0%	\$ -	\$ 5,700.00	\$ 5,700.00
TITLE REPORTS	0%	\$ -	0%	\$ -	\$ 5,225.00	\$ 5,225.00
ROW ENGINEERING	0%	\$ -	0%	\$ -	\$ 26,400.00	\$ 26,400.00
ROW STAKING	0%	\$ -	0%	\$ -	\$ 7,150.00	\$ 7,150.00
APPRAISAL PROBLEM ANALYSIS	0%	\$ -	0%	\$ -	\$ 2,750.00	\$ 2,750.00
<b>TOTAL</b>	<b>33.86%</b>	<b>\$ 108,855.92</b>	<b>30%</b>	<b>\$ 97,609.12</b>	<b>\$ 212,649.08</b>	<b>\$ 321,505.00</b>

TIF #2 –

No updates.

TIF #3 –

**Update on Aquatics Center Project**

Jerry Chavez, of Marshall County Economic Development Corporation, provided an update on the Aquatic Center / Early Childhood Learning Center project. He showed pictures of the progress of the projects. He said the early childhood learning center project is moving forward smoothly. Construction is projected to be completed in the next 6 weeks.

Chavez noted that they had to close quickly on the New Markets Tax Credits and the Regional Cities funding in order to not lose out on that funding. He said they did that prior to raising all of the capital in place to make the aquatics center a truly functioning competition pool. He said that they value engineered approximately \$160,000 out of the project to get the project down to about \$8.4 million. As a result of the that, the closing of the pool with the New Market Tax Credits and Regional City funding, “got us to the 90-yard mark if the 100-yard mark is a true competition pool.” Chavez continued that they have started a capital campaign effort to add some amenities, they are opportunities in terms of donorship opportunities for the community. Chavez said that there are about twelve people on the campaign committee; the co-chairs are Julie Crews Barger and Brad Serf.

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Other Business

Chavez discussed MCEDC's quarterly report:



Plymouth Redevelopment Commission  
Quarterly Report  
March 19, 2019 (YTD)

- Marketing
  - Proposals Submitted 1
  - Site Tours 3
  - Press Releases
    - Total 2
    - Plymouth 1
  - MCEDC Newsletters 1
- Regional Cities – Plymouth
  - River Gate South \$1.4 MM
    - Building A completed – 4 units occupied
    - Building B completed – accepting tenants in March
    - Building C complete by April – accepting tenants in April
  - Aquatic Center \$2.0 MM
    - Capital Campaign launched
    - Aquatic Center Paid \$2,924,853 (34%)
    - Early Childhood Learning Center Paid \$1,188,373 (62%)
  - Plymouth Manufacturing Center \$400 K
  - Plymouth Entrepreneurship Hub \$400 K
    - Early stage design
    - Participating in Notre Dame's IDEA Week as an entrepreneurship strategy – 4/8 - 4/13
    - Plymouth Redevelopment funding \$15 K/yr for 3 years – IDEA Week competition
  - REES Theatre \$300 K
    - Architect designing space
  - Regional Cities – Marshall County
    - Rolling Meadows \$83 K
    - Sand Hill Farm \$270 K
    - Argos Manufacturing Center \$400 K
    - Culver Entrepreneurship Hub \$400 K
- Marshall County Workforce Development
  - Veterans Recruitment Program – Immediate Needs
    - Recruitment of talent for industries in the area to launch 2019
      - Finalizing recruitment portal
        - Crosswalk skillset workshop 3/27/19
          - Translation of military skillsets to private sector skillsets
        - Employee videos in post-production 16 veterans interviewed
        - Cost to date \$23 K
  - Training Program – Short Term Needs
    - Leadership training with Ancilla partner – ongoing
    - Programmable Logic Controls training with Purdue Manufacturing Extension partner – ongoing
    - Soft skills training – under development
    - Maintenance training – under development
  - Youth Engagement – Long Term Needs
    - Manufacturing Day – to continue in fall 2019

Chavez noted that their “sweet spot” in terms of capital investment in Marshall County is usually between \$50 and 70 million; right now they are tracking at \$180,000,000, giving a sense of where the economy is at. He said with City Attorney Surrisi's help, they will capture about 90% of that.

Commission Member Felde asked when they could tour the Early Childhood Learning Center. Chavez and Surrisi said they could arrange a tour of that; but there is too much construction and the Aquatics Center to let people in there.

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Felde asked if the group managing the Learning Center is already organized, hired and ready to go.

Chavez said that Growing Kids is a for-profit entity that has seven of these centers in South Bend with another one readying to open in Warsaw.

TIF #4

**Update on River Gate South Project**

City Attorney Surrisi said the contractors hope to have the project completed in June. He will be meeting with the new property manager.

Surrisi said that they have had on-site meetings throughout the winter with the Street Superintendent, City Engineer, Utilities Superintendent regarding issues needing attention before the project can be completed.

TIF #5

**Update on Winona Building Products**

No updates.

Approval of Redevelopment Invoices

After considerable discussion, Commission Members Pedavoli and Felde moved and seconded to approve the pay application to RQAW in the amount of \$2,021.42, Pay Application #14 to Michiana Contracting for \$39,888.54 and Pay Application #15 to Michiana Contracting for \$12,914.10 which are all progress payments to be paid from City Building Project Construction Fund, and authorize the spending of those funds for the project, subject to the receipt of paperwork to increase the amount of the contract with Michiana Contracting by \$14,349.00. The motion carried.

Commission Members Pedavoli and Hopple moved and seconded to approve Pay Affidavit #15, authorizing Old National Bank to make the payments to RQAW and Michiana Contracting, as just approved. The motion carried.

President Miley presented the following invoices for the Commission's approval:

- To be paid from TIF 1
  - Progress payment to Lochmueller Group for work on the Hoham Drive Reconstruction Project for work in December, 2018 \$17,192.41
- To be paid from TIF 1
  - Progress payment to Lochmueller Group for work on the Hoham Drive Reconstruction Project for work in January, 2019 \$11,246.80
- To be paid from TIF 1
  - US 30 Coalition Yearly Membership Dues for 2019 \$10,000.00
- To be paid from TIF 1
  - Marshall County Economic Development Corporation, second of three-year commitment to support an Entrepreneur Sponsorship Award to a winner in the McCloskey New Venture Competition at Notre Dame \$15,000.00

Commissioners Felde and Hopple moved and seconded to approve payment of the invoices as presented. The motion carried.

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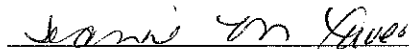
City Attorney Surrisi noted that last week, he and the mayor attended a meeting at the State House with Senator Mishler and Polly Sullivan, who is the Roads Chairman for the House, several other representatives and Dennis Faulkenberg, from our consultant Appian to talk about the US 30 issue. They will have a follow-up meeting in April after they've gotten through more of their budget work.

The following communications were provided to the Commissioners:

- 1993 TIF Trial Balance – February, 2019 (TIF #1)
- 2000 TIF Trial Balance – February, 2019 (TIF #2)
- 2005 TIF Trial Balance – February, 2019 (TIF #3)
- 2016 TIF Trial Balance – February, 2019 (TIF #4)

Commissioners Ellinger and Pedavoli moved and seconded to accept the communications as presented. The motion carried.

The next scheduled meeting is scheduled for April 16, 2019, at 5:30 p.m. There being no further business to discuss, the meeting was declared adjourned at 6:10 p.m. after a motion and second by Commissioners Hopple and Felde. The motion carried.

  
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Jeanine M. Xaver, IAMC / CMC  
Clerk-Treasurer

