**CITY OF LAWRENCE REDEVELOPMENT COMMISSION MINUTES**

 February 29, 2016 4:30 p.m. Public Assembly Room

**COMMISSIONERS PRESENT**: Bruce Kimery, Bob Marien, Brian Hicks, Jerry Clifford and Frank Sullivan Jr.

**STAFF PRESENT**: Mayor Steve Collier, Deputy Mayor/Controller Jason Fenwick, City Clerk Kathy Walton, Economic Director Cam Starnes, and Corporation Counsel Jim Gutting. Also present: six members of the community.

**ELECTION OF OFFICERS:** As all members of the Commission were present, the meeting was called to order and a quorum was established by Mr. Clifford at 4:31 p.m. He asked the commissioners to introduce themselves and state their involvement in COL. After introductions, Mr. Clifford said officers for 2016 would need to be elected. Mr. Marien made a motion to nominate Mr. Clifford for president; Mr. Hicks seconded and the motion carried 5-0. Mr. Hicks motioned for Mr. Marien to serve as vice president; Mr. Kimery seconded and the motion carried 5-0. Mr. Clifford motioned for Mr. Kimery to serve as secretary; Mr. Marien seconded and the motion carried 5-0.

**APPROVAL OF MINUTES:** Mr. Clifford asked the minutes from December 15, 2015 be accepted by the two members who were present in December. Mr. Marien made the motion; Mr. Kimery seconded and the minutes were accepted.

**APPROVAL OF CLAIMS:** Mr. Starnes answered questions about the three sets of claims, totaling $74,014.85. A discussion and questions took place regarding the process for approval of monthly claims. Mr. Fenwick addressed questions and confirmed the claims sent forward had been approved, but in keeping with the state statute, he does not sign them until after the Commission approves them. Mr. Marien motioned to accept the claims; Mr. Sullivan seconded and the motion passed 5-0.

**STAFF REPORT:** Mr. Starnes updated the Commission on his progress since taking his new position with COL February 16.

**OLD BUSINESS:** Mr. Gutting said there is a bill for legal fees for Mills Supply with an agreement the RDC would pay the bill, though no written agreement could be found. Andrew Beckstein, of Mill Supplies approached the Commission and explained the former administration did not want a written agreement, but the scope of the work and verbal agreements were done for the common good of COL. He said there were schematic drawings done to help revitalize the area and he believed the survey was done too. Dave Kieser stepped forward and said he could provide the drawings that Mr. Beckstein described. Mr. Marien and Mr. Kimery said they appear to be legitimate claims from 2015 years. The recording secretary said she would research the minutes from 2015 for information regarding this arrangement. Mr. Gutting said the 2015 legal representative should also know something about the stated contract. Staff also agreed to search for the written development agreement. The commissioners asked for a written development agreement and the staff’s commitment to work on such agreements in the future.

**NEW BUSINESS:** Mr. Clifford offered the meeting date schedule for 2016, where each meeting takes place at 4 p.m. on the fourth Tuesday of the month. Mr. Marien made the motion to accept the dates provided; Mr. Hicks seconded and the motion passed 5-0. Julie will post them on the website and bulletin board. Mr. Gutting offered an “education” meeting to the commissioners. Mayor Collier offered the Mayor’s Conference Room for Tuesday, March 22 at 3 p.m. Mr. Marien asked about the Franklin Road Project and its grant. Mr. Gutting said the selection process for the engineering component of the project did not comply with the conditions of the grant; INDOT has pulled the grant. COL will not be reimbursed for the $350k it has paid into the project.

**ANY OTHER BUSINESS TO COME BEFORE THE RDC:** Jessica Tower, Lawrence Chamber of Commerce, Chris Barnett and Jeff Congdon, Lawrence Community Development Corp., introduced themselves to the commissioners.

There being no other business to come before the Commission, Mr. Sullivan motioned for adjournment at 5:14 p.m. Mr. Hicks seconded and the motion passed 5-0.

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Jerry Clifford, President Julie Kukolla, Recording Secretary

*These minutes are not intended to be verbatim. They are a summary of discussion held, with the exception of motions.*