

City of Bedford – Minutes

Redevelopment Commission Meeting

May 21, 2024

StoneGate Arts & Education Center

931 15th Street

5:30 PM

Call to Order: Ryan Griffith

The Redevelopment Commission of the City of Bedford, Indiana met for Regular Meeting on May 21, 2024, at 5:30 PM at StoneGate Arts & Education Center. President Ryan Griffith Presided and called the meeting to order.

Members Present

Mayor Samuel Craig

Ryan Griffith

Judy Carlisle

Kathy Blackburn

Shea Hooten

Craig Turpen

Member Absent

Tracy Bailey (nonvoting member)

Reading of Minutes- April 16, 2024, Regular Meeting

- Craig Turpen the motion to approve,
- Judy Carlisle seconded the motion,
- ***All votes were in favor, No One opposed, Approved.***

New Business:

- 1. Request Approval and Acceptance of Payment for Lochmueller Group
Invoice No.314279 -Project No.214-\$6,157.50-Spider Creek PS & Storage-
Misty Adams**
 - Misty Adams stated that this is the monthly invoice for the project.

- Shea Hooten made the motion to approve payment of the invoice presented,
- Kathy Blackburn seconded the motion,
- ***All votes were in favor, No One opposed, Approved.***

2. Request Approval and Acceptance of Payment for Baker Tilly Invoice No. BTMA25145-TIF Service -\$2,250.00. Billie Tumey

- Billie Tumey stated that this invoice is the monthly invoice for the agreement.
- Judy Carlisle made the motion to approve.
- Kathy Blackburn seconded the motion.
- ***All votes were in favor, No One opposed, Approved.***

3. Request Approval of Pass-Thru Letter to Overlapping Taxing Units for 2024 taxes payable 2025. Billie Tumey

- Billie Tumey stated by statute the RDC board must send notice to the overlapping taxing units that there is no “excess assessed value” that may be allotted to the overlapping taxing units.
- Shea Hooten made the motion to approve.
- Craig Turpen seconded the motion.
- ***All votes were in favor, No One opposed, Approved.***

4. Request Approval and Acceptance of Payment for to Bank of New York for Final Debt Service Reserve-2020 Bonds-\$111,868-Misty Adams

- Misty Adams stated that she is requesting to pay the last payment of the 2020 Bond Debt Service Reserve.
- Shea Hooten made the motion to approve the payment.
- Judy Carlisle seconded the motion.
- ***All votes were in favor, No One opposed, Approved.***

5. Resolution 5-2024-Approving Certain Advance Purchases In Accordance with Indiana Code 5-11-10-1.6-Advance Payments-Using up to \$1,990,000 Of #2 Contribution \$2,000,000 Local Funds-Advance Reynolds Construction for Ordering Materials and Supplies-Pending Approval of the Advanced Purchases Resolution 3-2024-By Board of Works-Misty Adams

- Steel Tank-\$1,350,000
- Auto Flushing System-\$445,000
- Odor Eliminator-\$195,000
- Misty Adams stated that there are three items that require advanced payment per contract.
- For public works projects, a new statute allows advanced payment for materials ordered at 50% or up to 2 million dollars.
- \$1,990, 000 is the total that we are keeping back to pay the advance purchase of material part of the project.
- Ryan Griffith asks if there were any savings in paying in advance.
- Misty Adams responded with a no; it is part of the contract.
- Greg Pittman stated that the resolution is not limited to the Spider Creek Project. It can be for any project if necessary. All claims must be approved by the boards when paying for goods.
- Mayor Craig asked about the \$1,990,000, if the request was for claims to be paid prior to the meetings or if it has to be held until the board approves the claims.
- Greg Pittman stated that the board can give approval to prepay claims, but the resolution is for paying in advance for the percentage of some goods and services. The claims must still be presented to the board for approval.

- Shea Hooten made the motion to approve Resolution 5-2024
- Judy Carlisle seconded the motion.
- ***All votes were in favor, No One opposed, Approved.***

RESOLUTION NO. 5-2024

A RESOLUTION OF THE CITY OF BEDFORD REDEVELOPMENT COMMISSION
APPROVING CERTAIN ADVANCE PURCHASES IN ACCORDANCE WITH INDIANA CODE
5-11-10-1.6

WHEREAS, the City of Bedford Redevelopment Commission (the "Commission"), governing body of the City of Bedford Redevelopment District (the "District"), wishes to approve advance payments to contractors to enable the contractors to purchase materials needed for a public works project of the political subdivision as approved by Indiana Code 5-11-10-1.6(d)(3), and

WHEREAS, the City of Bedford Redevelopment Commission (the "Commission"), governing body of the City of Bedford Redevelopment District (the "District"), wishes to approve advance payments for goods or services before the goods are delivered or services are completed as approved by Indiana Code 5-11-10-1.6(d)(4), and

WHEREAS, the City of Bedford Redevelopment Commission (the "Commission"), governing body of the City of Bedford Redevelopment District (the "District"), may state limitations on the dollar amount of advance payments that will be made; and

WHEREAS, the City of Bedford Redevelopment Commission (the "Commission"), governing body of the City of Bedford Redevelopment District (the "District") will require documentation relating to making advance payments to contractors for materials or vendors for goods or services.

NOW, THEREFORE, BE IT RESOLVED by the City of Bedford Redevelopment Commission (the "Commission"), governing body of the City of Bedford Redevelopment District (the "District"), as follows:

1. The contractor's or vendor's prepayment request must be denoted on the pay application by highlight and asterisks for public works projects.
 2. Said application must be recommended and approved by the engineer on the project for public works projects.
 3. Prepayments will be tracked by defining the prepayment on a purchase order.
 4. A prepayment invoice will be created associated with the purchase order.
 5. The contractor or vendor is required to provide insurance or a surety bond in the amount of the prepayment if the amount of the prepayment is more than one hundred fifty thousand dollars (\$150,000).
 6. Advance payments may not exceed the lesser of the following:
 - a. Fifty percent (50%) of the entire cost of the contract.
 - b. Two million dollars (\$2,000,000).
 7. The Clerk-Treasurer shall issue checks or warrants for claims or submit to the proper authority that directly makes payments to the contractor or vendor provided all of the requirements are met.
 8. The Clerk-Treasurer does not incur personal liability for disbursements:
 - a. Processed in accordance with this section.
 - b. For which funds are appropriated and available.
- This resolution shall take effect immediately upon adoption by the City of Bedford Redevelopment Commission (the "Commission"), governing body of the City of Bedford Redevelopment District (the "District") adopted the 21st day of May 2024.
- CITY OF BEDFORD REDEVELOPMENT COMMISSION

6. Request Approval and Acceptance of Payments to Bank of New York- Remaining Balances-total Payment-\$424,811.80 Spider Creek Project- Misty Adams

- Contribution #1-\$414,811.80
- Contribution #2-\$10,000
- Misty Adams stated that of the first 2 million that the board allotted for the projects, \$414,811.80 remains. Of the second 2 million the board allotted for the project \$10,000 is left after the \$1,990,000 is set aside for advance payments. SRF will not allow advance payments.
- The remaining funds need to be transferred to the Bank of New York for the project.

- Judy Carlisle made the motion to approve the funds transfer.
- Craig Turpen seconded the motion.
- ***All votes were in favor, No One opposed, Approved.***

7. Request Approval and Acceptance of Advance Purchases Ordered-Material and Supplies Up to Term Provided of Pay application #1-\$447,195.40 to Reynolds Construction-Pending Approval of Advanced Purchases Resolution 3-2024 By Board of Works-Misty Adams

- Misty Adams requested the board to approve the advance payment of the following: Odor Eliminator \$17,052.50, Auto Flushing System \$60,562.50 and Steel Tank \$369,580.40.

- Craig Turpen made the motion to approve the advance payment request.
- Shea Turpen seconded the motion.
- ***All votes were in favor, No One opposed, Approved.***

Discussion

- None.

Adjourn

- Judy Carlisle made the motion to adjourn,
- Craig Turpen seconded the motion,
- ***All votes were in favor, No One opposed, Meeting Adjourned, Passed***

The Redevelopment Commission 2024

- *Samuel J. Craig, Mayor* _____
- *Ryan Griffith, President* _____
- *Judy Carlisle, Vice-President* _____
- *Shea Hooten, Secretary* _____
- *Kathy Blackburn, Member* _____
- *Craig Turpen, Member* _____

Attest: Shea Hooten
Secretary, Redevelopment Commission _____