

**Burns Harbor Redevelopment Commission
Minutes of May 10, 2023**

The Redevelopment Commission of the Town of Burns Harbor, Porter County, Indiana met in a regular session on Wednesday, May 10, 2023, in the Town Hall. The meeting was called to order by Redevelopment Commission President, Roseann Bozak at 6:00 p.m.

The Pledge of Allegiance to the American Flag was recited.

Roll Call:

Commissioner Roseann Bozak.....	Present
Commissioner Brad Enslin	Present
Commissioner Nick Loving	Present
Commissioner Jennifer McHargue.....	Present
(non-voting member)	

Additional Officials Present

Attorney-Clay Patton, Consultant, Karnerblue Era-Tina Rongers

Approval of Minutes

Commissioner Loving made a motion to approve the April 12, 2023 meeting minutes. Commissioner McHargue seconded the motion. Commissioner Enslin-Aye, Commissioner McHargue-Aye, Commissioner Loving-Aye, Commissioner Bozak-Aye. Motion passed.

Reports

Commissioners

Commissioner Bozak read the written communication to the Burns Harbor Town Council and Burns Harbor Redevelopment Commission in reference to Holladay Properties Partnership on the Westport PUD dated April 26, 2023. The Memorandum will be on file.

Clerk-Treasurer

Absent

RDC Attorney

Attorney Patton stated If I can get a copy of this communication, this is the first-time hearing about it. With the termination of that agreement with them, we just need to make sure that there's full compliance with that and see if there is any other things that need to be done on either side. I guess I'll just leave it at that. With regards to some of the things that you discussed in the purchase of property from the McCauley's, that was done, and corrections were made last month. I have the original warranty deed that I believe I scanned and emailed to you (Roseann Bozak), Jennifer McHargue, Tina Rongers, and Clerk-Treasurer Jane Jordan. I got the original warranty deed for the town's records. I guess the only other thing is that our non-voting member Tom Schnabel, as I'm sure you're all aware, is resigning or has already resigned from the school board. I'm not sure who or how we will communicate with the school board in the near future after their new person is appointed to find out who their representative on this body will be.

RDC Engineers

Nothing to report.

RDC Consultant-Karnerblue

Rongers stated as Attorney Patton mentioned, the right-of-way acquisition for the McCauley property is now complete. The Indiana Department of Transportation certified that transaction. Our final tracings are under review within INDOT contracts. We are tentatively still scheduled for a July letting for CMAQ Phase IA of the trail subject to that review. We are holding on to July, that could potentially move to a month or so out from that date. We had a quarterly report meeting with INDOT today and covered these items. We're on track with that. We have made the claim submittal to INDOT for 80% of the right-of-way acquisition cost for the McCauley property, that completes Phase IA. Under Phase II RTP it's mentioned that project is under construction, the two bookends with the Recreational Trails Program. Given the change in the Westport Development, we are now looking at ways that we can advance the Westport section of that trail sooner and hopefully concurrent to the two bookend aspects of the trail that are underway. I reached out to Indiana Department of Natural Resources today to make them aware of the change in the development strategy at the site, but that the town is committed to moving forward on construction so that we have a full segment of the trail by the year's end. They are supportive of that. I will be coming back to the Redevelopment Commission with recommendations again, this will likely involve something similar. We will need a construction firm to construct, we will also need an engineering firm to do construction management on that. We will be discussing that and

taking action in the near future. One last item under Marquette Greenway, NIRPC is advancing a funding request to the Northwest Indiana Regional Development Authority. They are looking for our support and approval of a \$1 million request on behalf of Burns Harbor. That is bundled in with 4 (four) other communities. That is something that's before the Board for discussion under the next part of the agenda.

Duneland School Board Representative

Absent

Correspondence

Memorandum from Holladay Properties to the Town of Burns Harbor Redevelopment Commission in regard to the Westport PUD/Community Center will be one file.

Old Business

Marquette Greenway Trail Update

Commissioner Bozak stated we covered everything about the Marquette Greenway Update in Tina Ronger's report.

Westport PUD Update

Commissioner Bozak stated that it's very unfortunate that we're going to have to switch gears a bit on what our plans have been. We have, Tina Rongers, myself (Roseann Bozak), and Jennifer McHargue have been brainstorming and talking about different ideas to move something forward. I would like to meet in small groups to discuss further some ideas and plans that we can do to move forward. There are different projects that we can look to do in the town to help with the connectivity that we've been working on already with the Westport PUD. So just getting together and talking in small groups, I think, will be more efficient, and then we can talk as a large group about that. Commissioner Bozak asked for interested board members to let her know and she will set up some meetings. Attorney Patton stated something that occurred to me, with Holladay disengaging, are there any related agreements or contracts or subcontractors like Abonmarche or other entities? Now that Holladay is not doing what they were supposed to do, it doesn't make sense to continue to have other work as in Abonmarche, or other vendors that were doing work for us? Maybe it doesn't make sense for them to do that work. Rongers stated there was no active work on the site. We do have open contracts related to Westport PUD, but there was no active billing for that period of time. I did verbally notify Abonmarche, Matt Kaiser, today with regard to that. We can follow up in formal writing so that we have that paperwork to support closing the contract and making sure any balances that may be owed are completed. That's really the only vendor that has an open contract under Westport besides Holladay. The first agreement with Holladay was essentially completed when they finished the design engineering work and the primary plat. I'll provide that so you can review that to make sure that indeed that contract is closed out. We have not advanced in any type of signature into the next stage of the master development agreement as it related to the finance.

BP Agreement

Commissioner Bozak said the Redevelopment Commission received an invoice for the pipeline roadway enhancement and there still needs to be some discussion with BP in regard to the invoice and the not to exceed amount. We put in a not to exceed amount of \$229,556.00, it is over that amount, and I would like to discuss to see if anybody has a recommendation to pay up to the contracted amount while we figure out what's going on with the rest of it. Commissioner Loving asked how much are we talking? Commissioner Bozak stated it's about double what we thought that it was going to be. Rongers stated I did have an opportunity to reach out to BP's point person today, they are available tomorrow to talk about the invoice. I do have some ideas on that that we could talk about. They are being responsive in that, but this can also be tabled for next month so that we have a complete picture after the discussion with BP. Commissioner Loving made a motion to table BP Agreement for the June 14, 2023 meeting. Commissioner Enslin seconded the motion. Commissioner Enslin-Aye, Commissioner Loving-Aye, Commissioner McHargue-Aye, Commissioner Bozak-Aye. Motion passed.

Trail Counters

Commissioner Bozak stated we approved the cost of the trail counters, I don't have that number in front of me, not to exceed \$7,000.00 or \$5,000.00, I don't have that number. If the cost of the trail counters is over a hundred dollars of what our not to exceed amount was, I'm looking for a motion to approve the change of \$100.00 more. Commissioner Loving made a motion to approve the change amount for the trail counters. Commissioner McHargue seconded the motion. Commissioner Loving-Aye, Commissioner McHargue-Aye, Commissioner Enslin-Aye, Commissioner Bozak-Aye. Motion passes.

Commissioner Loving asked Rongers did you need official support from the board for the Northwest Indiana Regional Development Association, do we need to make a motion on that that we officially support their efforts? Rongers stated yes, I think it would be helpful to just show that there's unanimous support within the Redevelopment Commission and the town to pursue that. Commissioner Loving stated I have that NIRPC is advancing the funding request to the Northwest Indiana Regional Development Association and they are looking for support from the Redevelopment Commission, is

that right? Rongers stated yes, the letter would be a \$1 million ask on behalf of the Town of Burns Harbor, so it would be a \$1 million grant back to the town. An estimated local match share of \$869,723.00. Commissioner Loving made a motion that the Burns Harbor Redevelopment Commission supports NIRPC advancing the funding request to the Northwest Indiana Regional Development Association for \$1 million. Commissioner McHargue seconded the motion. Commissioner Enslin-Aye, Commissioner McHargue-Aye, Commissioner Loving-Aye, Commissioner Bozak-Aye. Motion Passed.

New Business

Overlapping Taxing Units per Indiana Code 36-7-14-39(b)(3)(B)

It was stated that Clerk-Treasurer Jane Jordan sent the letters on behalf of the Redevelopment Commission regarding the Redevelopment allocation area. Commissioner Loving stated for the record for next year Dr. Pettit's name is misspelled.

Approval of Claims Register

Commissioner Loving made a motion to approve the Claims Register. Commissioner McHargue seconded the motion. Commissioner Enslin-Aye, Commissioner McHargue-Aye, Commissioner Loving-Aye, Commissioner Bozak-Aye. Motion passed.

Approval of Financial Report for the Month of April 2023

Commissioner McHargue made a motion to approve the Financial Report for the Month of April 2023. Commissioner Loving seconded the motion. Commissioner McHargue-Aye, Commissioner Loving-Aye, Commissioner Enslin-Aye, Commissioner Bozak-Aye. Motion passed.

Good of the Order

Commissioner Bozak stated I have one thing to discuss, I did the park board meeting yesterday. It was fun, we talked park stuff. The main big thing with the park right now is that the parks master plan is outdated. It has expired with the State of Indiana, so the park is working on updating their master plan so that way they can apply for grants and other things to help out the parks in Burns Harbor. As the Redevelopment Commission, I would like to work together since we are shifting gears a bit on our Westport development. I would like to work together with the park on their master plan so that we can make sure that we are tying everything in together to continue working on the connectivity of the town and improving things in area. Anybody wants to again join in on those small group discussions in regard to the master plan at the park and how the Redevelopment Commission wants to see that meet up with everything. Let me know I did talk to them all yesterday. They were very responsive. They're very excited to get started on working on it. So, once I have more information on it, I'll report back and hopefully get some feedback from you all.

Adjournment

Commissioner Loving made a motion to adjourn. Commissioner McHargue seconded the motion. Commissioner Loving-Aye, Commissioner Enslin-Aye, Commissioner McHargue-Aye, Commissioner Bozak-Aye. Motion passed.

The meeting concluded at 6:25 p.m.

Approved June 14, 2023

REDEVELOPMENT COMMISSION
FOR THE TOWN OF BURNS HARBOR

Roseann Bozak, President

Brad Enslin, Vice President

Jennifer McHargue, Secretary

Nick Loving

ATTEST:

Michelle Watkins, Recording Secretary