

AGENDA
REDEVELOPMENT COMMISSION

McCloskey Conference Room
May 15, 2017
5:00 p.m.

- I. ROLL CALL**
- II. READING OF THE MINUTES** –May 1, 2017 and May 8, 2017 Memorandum of Executive Session
- III. EXAMINATION OF CLAIMS** –May 5, 2017 for \$181,624.65
- IV. EXAMINATION OF PAYROLL REGISTERS**–April 27, 2017 for \$27,052.09
- V. REPORT OF OFFICERS AND COMMITTEES**
 - A.** Director’s Report
 - B.** Legal Report
 - C.** Treasurer’s Report
 - D.** CTP Update Report - Preliminary Cost Estimates for the Dimension Mill
- VI. NEW BUSINESS**
 - A.** Resolution 17-42: To Approve Building Usage Guidelines for the Dimension Mill
- VII. BUSINESS/GENERAL DISCUSSION**
- VIII. ADJOURNMENT**

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**THE REDEVELOPMENT COMMISSION OF THE CITY OF BLOOMINGTON, INDIANA MET on
Monday, May 1, 2017 at 5:00 p.m. in the Showers City Hall, McCloskey Conference Room, 401
North Morton Street, with Don Griffin, Jr. presiding**

I. ROLL CALL

Commissioners Present: Don Griffin, David Walter, Sue Sgambelluri, Jennie Vaughn, and Mary Alice Rickert.

Commissioners Absent: Kelly Smith

Staff Present: Doris Sims, Director, Housing and Neighborhood Development (HAND); Christina Finley, Housing Specialist, HAND

Other(s) Present: Thomas Cameron, Assistant City Attorney; Alex Crowley, Director, Economic & Sustainable Development; Dave Williams, Operations & Development Director, Parks & Recreation; Neil Kopper, Project Engineer, Planning & Transportation; Virgil Sauder, Director, Animal Shelter; Danielle Thireault, Blackline Studio; Craig McCormick, Blackline Studio; Dana Palazzo, Bloomington Economic Development Corporation (BEDC); Lynn Coyne, BEDC; Doug Bruce, Tabor/Bruce; Nicholas Carder, Horn Properties

II. READING OF THE MINUTES – Jennie Vaughn made a motion to approve the April 17, 2017 minutes. David Walter seconded the motion. The board unanimously approved.

III. EXAMINATION OF CLAIMS –David Walter made a motion to approve the claims register for April 21, 2017 for \$481,046.06. Sue Sgambelluri seconded the motion. The board unanimously approved

IV. EXAMINATION OF PAYROLL REGISTERS –Sue Sgambelluri made a motion to approve the payroll register for April 13, 2017 for \$27,043.82. Jennie Vaughn seconded the motion. The board unanimously approved.

V. REPORT OF OFFICERS AND COMMITTEES

A. Director's Report. Doris Sims reported May is Historic Preservation month. Bethany Emenhiser, Historic Preservation Program Manager, has planned a couple activities for Historic Preservation month. A historic district bike tour (5-7 mile ride) will be held on Wednesday, May 10, 2017. There will be a Rosemary Miller lecture on May 19, 2017. The lecture will be presented by Senior Pastor, Richard Holdeman, Bloomington Reform Presbyterian Church. He will be talking about the early 1800's anti-slavery group, known as the Covenanters.

The Blooming Neighborhoods celebration and HAND at the Market Day will be June 3, 2017.

B. Legal Report. Thomas Cameron was available to answer questions

C. Treasurer's Report. Jeff Underwood reported submitting a TIF report to the Department of Government Finance, through their Gateway reporting system. The required report is due annually on April 15. A copy of the report was included in the commission packet. Underwood will provide a more detailed report on the TIF funds at the next

Redevelopment Commission Meeting. The report will have breakdowns by resolution and expenditures for the two TIF's and Consolidated Bond.

- D. CTP Update Report. Alex Crowley reported talking with BEDC and others, regarding how to market the Dimension Mill. They have talked about using the Dimension Mill for programing before it opens, as a way to draw attention to it. In order to do that we need to formalize the process and rules and regulations that it takes for an entity to use the Dimension Mill. The plan is to complete the work we are doing right now, put a policy together, and to bring that policy back to the Redevelopment Commission at the May 15 meeting. There is an event coming up in June that might be a great kick-off event.

Alex Crowley introduced Craig McCormick, Blackline Designs; Danielle Thireault, Blackline Designs; Doug Bruce, Tabor & Bruce; Lynn Coyne, BEDC; Dana Palazzo, BEDC. Craig McCormick gave a presentation outlining the design for the Dimension Mill.

VI. NEW BUSINESS

- A. Resolution 17-35: Authorizing the Issuance of Tax Increment Revenue Bonds for the Purpose of Providing Funds to be Applied to Pay for the Refunding of Certain Outstanding Tax Increment Revenue Bonds of the Redevelopment District and Other Costs and Incidental Expenses in Connection Therewith and On Account of the Issuance of the Bonds.

Jeff Underwood stated we have a Bond Counsel and a Financial Advisor for our city wide bond program. OW Krohn and Associates, the City's financial advisors, were contacted by a number of underwriters asking if the City was willing to refund the outstanding TIF bonds from 2011, which were used to purchase the Trades District from IU. The City was interested and has been working with various interested parties over the last several weeks. The low bid received was from Stifel Nicolaus & Company, Inc. They are proposing a gross saving of \$2.1 million over the life of refunding the bonds. The present value of the savings are just over \$721,000. This will go to City Council on May 10, 2017 and May 17, 2017. The Council will also need to approve the refunding, which they will be asked to do by resolution.

Thomas Cameron explained this is essentially a refinancing. It is an opportunity to take advantage of interest rate reductions. You are essentially authoring the issuance of new bonds, which are used to repay the existing bonds.

Sue Sgambelluri asked how much an interest rate needs to shift before it triggers a refinance. Underwood stated it depends on the size of the issuance. There is an economic formula the Bond Council uses. Sgambelluri asked how much of a savings is needed before the City will refinance. Underwood said they generally look for at least \$500,000 in savings. Sgambelluri also asked how often the rates are reviewed. Underwood stated the City's financial advisor, who was selected to take care of our bond program monitors short term and long term bonding needs as well as monitoring all outstanding bonds. They monitor on an ongoing basis.

Sue Sgambelluri made a motion to approve Resolution 17-35. Jennie Vaughan seconded the motion. The board unanimously approved.

- B. Resolution 17-36:** Amending the Funding Approval in Resolution 16-33 (Regarding Film Improvements at the Buskirk-Chumley Theater). The Redevelopment Commission approved funding for Film Improvements in Resolution 16-33. The funding approval in Resolution 16-33 expired on October 31, 2017. Dave Williams, Operations Director for City Parks & Recreation, stated one of the film improvements was a new screen with a total cost of \$35,618.00. The screen was ordered, but there were technical issues that required the screen to be replaced by the Vendor. As a result of not receiving the screen by the promised date, a few performances had to be cancelled. The Vendor provided the City with a credit of \$1,752, leaving a balance due of \$33,866. The screen is currently installed and operational. All film improvements have been installed and paid for except the screen.

In 2016 the bid for equipment exceeded the estimated approved amount. The overage of \$17,356.28 was going to be paid from the 2016 allotment of \$74,000 to the BCT from the Consolidated TIF. The funds are used for discretionary TIF eligible expenses.

This resolution is requesting approval for payment of the remaining \$33,866.00. \$17,356.28 will be paid from the 2017 allotment of \$74,000 to the BCT from the Consolidated TIF, and \$16,509.72 will be paid from the Consolidated TIF.

Jennie Vaughn made a motion to approve Resolution 17-36. David Walter seconded the motion. The board unanimously approved.

- C. Resolution 17-37:** Amending the Funding Approval in Resolution 17-09 (Regarding Solar Installation at Bloomington Police Department and City Hall). Jacqui Bauer, Economic & Sustainable Development stated because City Hall is a historic building, the design of the roof and solar panels was taken to the Historic Preservation Commission. The result was slight modifications to the design. Originally the solar panels were going to start 12 feet from the edge of the building; now, the solar panels will start 15 feet from the east edge of the building. The modification slightly decreased the size of the system. However, we were able to get approval from the HPC for solar on the southernmost tooth of City Hall, facing the parking lot. This resulted in a slight increase in price. The original cost for the City Hall building was \$564,169. The new cost is \$581,175.00.

Sue Sgambelluri made a motion to approve Resolution 17-37. Mary Alice Rickert seconded the motion. The board unanimously approved.

- D. Resolution 17-38:** Amending the Funding Approval in Resolution 16-30 and 16-58 (Regarding Engineering Services for Conduit Installation Across What Will Be I-69. Rick Routon, Assistant Director, Information Technology explained, due to unforeseen obstacles, the City requires design of an additional crossing option near State Road 45 and near 3rd Street. These new crossing options will require additional coordination with relevant stakeholders. We are asking for additional appropriations to complete the designs.

Don Griffin mentioned he did inadvertently did not ask for public comment on the previous resolutions. He asked for any comments from the public on Resolutions 17-36, 17-37, or 17-38. There were no comments from the public on any of the resolutions.

David Walter made a motion to approve Resolution 17-38. Mary Alice Rickert seconded the motion. The board unanimously approved.

- E. Resolution 17-39: Approving Funding for Payment of Property Taxes on 717 West Howe Street and 1730 South Walnut Street. Thomas Cameron stated we recently closed on the properties at 717 West Howe and 1730 South Walnut. The property tax bills for 2016 (pay 2017) are due in May. The City closed on the properties before the payments were made, but the City received the appropriate credit for the 2016 pay 2017 property taxes at closing, which has the result in lowering the out of pocket price of these properties below the agreed upon cost for each property.

Don Griffin asked for comments from the public. There were no public comments.

Sue Sgamelluri made a motion to approve Resolution 17-39. Mary Alice Rickert seconded the motion. The board unanimously approved.

- F. Resolution 17-40: Approving Funding for Utility Relocation at the Animal Shelter. Rick Routon, Assistant Director, Information Technology requested approval to fund a contract with Tauren Communication Services to run conduit through the attic from the east end of the Animal Shelter Building to the server closet, where the server room and network drops are located. The AT&T and Smithville fiber optic lines that service the building, need to be relocated to the east end of the building. The conduit must be installed before the fiber lines can be moved.

Don Griffin asked for comments from the public. There were no public comments.

Jennie Vaughan made a motion to approve Resolution 17-40. Mary Alice Rickert seconded the motion. The board unanimously approved.

- G. Resolution 17-41: Amending the Funding Approval in Resolution 17-30 (2nd and College Intersection Improvements). Neil Kopper, Planning and Transportation explained staff calculated the construction cost from the Indiana Department of Transportation (INDOT) for the project at \$317,749.35. Staff calculated the City's share of the construction for the project as \$191,035.17. INDOT subsequently provided staff with an invoice for a variety of projects, the proportion of the funding for the projects is slightly different than originally anticipated. The total price for the projects remains the same. However, the City contribution for this project has been increased to \$206,878.74.

Griffin asked for public comment. There was no public comment.

David Walter made a motion to approve Resolution 17-41. Sue Sgambelluri seconded the motion. The board unanimously approved.

VII. BUSINESS/GENERAL DISCUSSION

VIII. ADJOURNMENT

Don Griffin, President

Sue Sgambelluri, Secretary

Date

Executive Session

The Redevelopment Commission of the City of Bloomington, Indiana met on Monday, May 8, 2017 at 5:00 p.m. in the Showers City Hall, Law Library, Suite 220, 401 North Morton Street.

Commissioners Present: Don Griffin, Sue Sgambelluri, Jennie Vaughan, and David Walter

Commissioners Absent: Kelly Smith and Mary Alice Rickert

Staff Present: Eric Sader, Assistant Director, Housing and Neighborhood Development

Others Present: Thomas Cameron, Assistant City Attorney; Alex Crowley, Director, Economic & Sustainable Development

The Commission discussed information in accordance with:

Ind. Code § 5-14-1.5-6.1(b)(2)(D): The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties.

No other matters were discussed.

The meeting adjourned at 6:00 p.m.

Don Griffin, President

Sue Sgambelluri, Secretary

Date

17-42
RESOLUTION
OF THE
REDEVELOPMENT COMMISSION
OF THE
CITY OF BLOOMINGTON, INDIANA

TO APPROVE BUILDING USAGE GUIDELINES FOR THE DIMENSION MILL

WHEREAS, the City of Bloomington established the Redevelopment Commission of the City of Bloomington (“RDC”), with the powers and authorities set forth in Indiana Code 36-7-14; and,

WHEREAS, pursuant to those powers and authorities, the Redevelopment Commission previously purchased property in the Trades District, including the Dimension Mill, from Indiana University; and

WHEREAS, ultimately, the RDC wishes to renovate the Dimension Mill as an entrepreneurial space to help brand Bloomington as a lively tech sector hub; and

WHEREAS, prior to this Resolution, the RDC has not made the Dimension Mill available to the general public since it purchased the Dimension Mill; and

WHEREAS, the RDC wishes to make the Dimension Mill available to the general public as a limited public forum, limited to activities that relate to the promotion of entrepreneurship; and

WHEREAS, a set of Guidelines regarding the mechanics associated with usage of the Dimension Mill are attached to this Resolution as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT COMMISSION OF THE CITY OF BLOOMINGTON, INDIANA, THAT:

1. The Guidelines on Public Usage of the Dimension Mill attached to this Resolution as Exhibit A are approved. They shall take effect as of the date of this Resolution and expire the earlier of: (1) December 31, 2017 and (2) the date in which construction makes usage of the Dimension Mill unsafe to the general public, unless amended by the Redevelopment Commission.

BLOOMINGTON REDEVELOPMENT COMMISSION

Donald Griffin, President

ATTEST:

Sue Sgambelluri, Secretary

Date

Guidelines on Public Usage of the Dimension Mill

Background and General Policy Statement

In 2011, the Redevelopment Commission purchased the approximately 12 acres of property, including the Showers Brothers Dimension Mill (“Dimension Mill”), from Indiana University. The Redevelopment Commission wishes to develop the 12 acres—now known as The Trades District—this space as an urban district that “nurtures creativity and entrepreneurship among its citizens and workforce” and “helps brand Bloomington as a lively tech sector hub.” (CTP Master Plan, page 9.) The Dimension Mill was identified early on in the planning process as an ideal location for entrepreneurial space. (See, e.g., CTP Master Plan, page 35.)

The Redevelopment Commission has not made the Dimension Mill available to the general public since the Dimension Mill was purchased. The Redevelopment Commission intends to renovate the Dimension Mill for use as entrepreneurial space, with construction to begin in late 2017 or early 2018.

In light of those long term goals, before beginning renovations to the Dimension Mill that will make it temporarily unavailable for use, the Redevelopment Commission wishes to make the Dimension Mill available as a limited public forum, limited to activities that relate to the promotion of entrepreneurship.

Pursuant to these Guidelines, the Dimension Mill is made available without regard to viewpoint of the intended event. The Redevelopment Commission does not discriminate on the basis of race, religion, color, sex, national origin, ancestry, sexual orientation, gender identity, disability, housing status, status as a veteran, age, marital status, or any other legally protected classification. Use of the Dimension Mill by any group does not constitute the City’s endorsement of that group, its goals, or its policies.

Guidelines

1. Eligibility

The Dimension Mill is available to any user producing an event relating to entrepreneurship (“User”).

2. Priority of Use

Priority use of the Dimension Mill shall be determined in the order below, with (a) being the highest priority:

- a) City Government: Common Council, City of Bloomington departments, City of Bloomington boards and commissions, City programs and services.
- b) City Government Partners: Users acting on behalf of or in partnership with City of Bloomington departments, boards and commissions, programs and services (including non-profit and for-profit organizations and individuals).
- c) Non-City Government: Neighboring jurisdictions, regional entities, state and federal agencies.
- d) Non-Profit Organizations not within (b)
- e) For-Profit Organizations and Individuals not within (b)

Events will also be evaluated by the City for their level of risk. The City of Bloomington reserves the right to deny use or rental requests for any lawful reason (e.g., because the request poses undue risks, conflicts with or would disrupt other events or city business, is ineligible under Section 1, or a building supervisor is not available).

3. Reservation Procedures

Anyone interested in reserving the Dimension Mill may come in person to City Hall (Suite 150), call the Economic & Sustainable Development Department at (812) 349-3418 or e-mail the Economic & Sustainable Development Department at economicvitality@bloomington.in.gov, Monday through Friday from 8:00 am to 5:00 pm to check on availability.

Whenever possible, reservations should be made at least thirty (30) days in advance of the event date.

Upon receipt of a request for a reservation, the City will place a courtesy hold on the date, pending receipt of the completed use application, which is attached to these Guidelines. Courtesy holds are valid for two (2) days, and the City may release them without notice when the holding period expires. Whenever possible, reservations should be confirmed fifteen (15) or more days prior to the event. A reservation is confirmed when the City receives both a completed use application from the User and all necessary supporting documentation from the User, and the signed agreement has been approved by the Director of Economic & Sustainable Development.

Decisions to deny requests may be appealed to the Redevelopment Commission. Anyone wishing to file an appeal must contact the City of Bloomington's Legal Department at (812) 349-3426, or email the Legal Department at legal@bloomington.in.gov.

In the event that a User needs to cancel their reservation, the User shall provide as much advance notice to the City as possible. Cancellation of a confirmed reservation may render the User ineligible for future usage of the Dimension Mill.

4. Facility Supervision and Security

Events may require security or the presence of a building supervisor (who may be a representative of ESD). As part of the application process, the User must provide the City with contact information, including a phone number, for a representative of the User's organization. The City will advise the User on whether security or a building supervisor is necessary.

The User is responsible for providing any necessary security. The User may hire off-duty officers of the Bloomington Police Department. The use of a private security company is also permissible with City approval. The City, in its discretion, may require the presence of one or more uniformed BPD or Sheriff's officers to supplement any private security.

5. The Dimension Mill

The Dimension Mill's occupancy limit is set pursuant to the state fire code, and is necessarily reduced if use of the space includes tables, chairs, serving tables, decorations, and equipment. Please contact ESD with questions about the occupancy limit with respect to your planned setup.

Users are responsible for providing all necessary tables, chairs, and other equipment, for setting up the room, and for removing all tables, chairs, and other equipment from the Dimension Mill. The User must provide the total number of chairs and tables that will be setup to the City, to ensure compliance with the occupancy limit for the Dimension Mill.

Items such as flowers, plants, balloons, ribbons, garlands, cords, etc., may be used as decorations. The use of glitter, confetti and rice is prohibited, as is the use of candles or any other item with an open flame. No tape except masking tape, and no staples, tacks or other hardware may be used on any surfaces.

6. Parking

The User is responsible for informing event participants of parking options.

The parking lot directly south of the Dimension Mill, with an entrance off of West 10th Street is owned by Solution Tree, not the City. It cannot be used for event parking without permission from Solution Tree. Any discussions regarding the Solution Tree Parking Lot are between the User and Solution Tree.

The Redevelopment Commission owns surface parking lots in the vicinity of the Dimension Mill, including on Morton Street, and owns other property adjacent to the Dimension Mill between West 11th Street, North Rogers Street, and West 10th Street.

Redevelopment Commission property cannot be used for event parking except with permission of the Redevelopment Commission.

Two (2) parking garages are located in close proximity to the Dimension Mill: the garage at 7th and Walnut Streets and the garage at 7th and Morton Streets.

Metered parking is available in streets near the Dimension Mill from 5:00 am to 9:00 pm Monday through Saturday. Metered parking is free after 9:00 pm and on Sundays. On Saturdays during the Farmers' Market season, some Morton Street parking may be reserved.

Parking validation tickets for the 7th and Morton garage may be purchased by the User to distribute to event attendees. Tickets are \$0.50 each for an hour of validated parking, and can be purchased in sets of \$20 for a total of 40 parking hours per set. The City of Bloomington can assist with making these arrangements.

7. Restrooms

Events that utilize the Dimension Mill must provide the appropriate number of Port-o-lets (1 per 500 attendees, including hand-washing services). The delivery and pick-up time of the port-o-lets and their locations must be approved by the City. At least one of the secured port-o-lets to be handicap accessible.

8. Food, Beverage and Merchandise Sales and Service

Refreshments are permitted inside the Dimension Mill. Alcohol is not permitted inside the Dimension Mill.

Users supplying food must comply with applicable Indiana State laws and regulations. A Food Permit may be required if food/refreshments are served. The User must contact the Monroe County Board of Health (812-349-2543) prior to the event to determine what is required.

There will be no vendors of any kind allowed to sell food, services or merchandise in or around the Dimension Mill during the hours of the Farmers' Market (Saturdays April-November from 8:00 am-1:00 pm), except those engaged by the City. Sales by outside vendors may commence once the Farmers' Market is completed for the day.

9. Certificates of Insurance

Users holding certain events to which the public is invited may be required to have a Certificate of Insurance naming the City of Bloomington as an additional insured, unless the City of Bloomington approves the event without it, in writing. The Certificate of Insurance must accompany the application.

If insurance is required, the insurance provided shall be General Liability Insurance with a minimum combined single limit of one million dollars (\$1,000,000) for each occurrence and two million dollars (\$2,000,000) aggregate. The policy shall stipulate that the insurance will operate as primary insurance and that no insurance of the City's will be called upon to contribute to a loss arising out of or resulting from the rental or use of the premises.

In exchange for the City's agreement to permit use or rental of the Dimension Mill, the City will ask all Users to agree to release, hold harmless, and indemnify the City of Bloomington, the Redevelopment Commission, and the officers, employees, agents, and assigns of both the City and the Redevelopment Commission from any and all claims, causes of action, suits, proceedings, or demands ("Claims") that may relate to or arise from the use of the City's facilities or premises and the event.

10. Clean-Up

Users are responsible for all trash removal, including securing receptacles, and hauling all trash from the Dimension Mill.

All users of the Dimension Mill are encouraged to engage in environmentally healthy event planning practices, such as providing recycling options for event attendees.

11. Miscellaneous

- a) All applicable state and federal laws (including occupancy limits), as they may be amended, are hereby incorporated as part of this policy.
- b) Users may collect normal dues from members at events held in the Dimension Mill but may not solicit donations or sell merchandise without written approval of the City of Bloomington.
- c) No User equipment or other items may be stored at the Dimension Mill. The City of Bloomington assumes no responsibility for property brought to or left at the Dimension Mill.
- d) For the avoidance of doubt, smoking is prohibited anywhere inside the Dimension Mill. All state and local smoking prohibitions (including the use of E-Cigarettes and similar devices) also apply.
- e) Misuse of the Dimension Mill, including leaving the Dimension Mill in a disorderly condition, failing to use the Dimension Mill when reserved or exceeding the time period for which the room is reserved, may bar a group from future use of the Dimension Mill.
- f) No City-owned property may be removed from the Dimension Mill without the express consent and approval of the City of Bloomington.