



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
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Regular Meeting / August 11, 2015
Minutes

Attendance: Dave Cooper, Claus Bartenstein, Stephanie Romeo, Barbara Spaulding, Israel Mac, Brennan Duffy and Matt Bloomer.

Also attending: Chris Etori, Downtown Rutland Partnership.

Absent: Wendy Wilton, Mike Gauthier and Ed Clark.

- I. The meeting was called to order at 8:04 am.
- II. Agenda Additions/Deletions – None.
- III. Matt moved to approve the minutes of July 14, 2015. Stephanie seconded. Motion was approved. Stephanie moved to approve the minutes of July 28, 2015. Dave seconded. Motion was approved.
- IV. No one from the public was in attendance to address the Board.
- V. Claus moved to ratify Dave's signature on the July 28, 2015 warrant for payment of Fund 800 expenses totaling \$24,972.00. Stephanie seconded. Motion was approved. Matt moved to authorize Dave to sign the August 11 warrant for payment of Fund 800 expenses totaling \$21,309.00. Claus seconded. Motion was approved.
- VI. Barbara provided the following grant updates:
 - SBA Grant – The City was awarded the \$50,000 Start up In a Day grant. A formal presentation will be conducted at the end of August.
 - VT Arts Council Grant – The grant application to fund the downtown mural was not awarded to Rutland. It is suspected that the application failed due to a lack of a direct arts affiliation.
 - Center Street Marketplace – The groundbreaking ceremony will be held today at 1:30 pm in the alley.
 - Annual reports – The annual reports for Maples RLF, Tuttle Building and Spring Lake Ranch (former Teen Parenting home on Royce Street) have all been filed. Copies will be delivered to the treasurer's office along with the Auditor's list of requested documents for FY15.

Municipal Planning Grant – The Planning Commission voted to defer applying for the Municipal Planning Grant until next year after discussing the list of required application steps provided to them at their last meeting by Barbara.

VII. Brennan provided the following project updates:

SBA Grant Presentation – An award ceremony hosted by the RRA and SBA will be held Thursday, August 27, at noon either outside at City Hall (weather permitting) or in Alderman’s Chambers. The RFP for a consultant/web designer is being prepared and Brennan is working with City departments to create a steering committee and determine a process.

34 North Main Street – The property is under contract with prospective purchaser now working to complete due diligence before the closing. It is anticipated that the DRB will be reviewing the design and there will be a storm water permit application to the State. The broker has been provided the Blighted Property Incentive application.

VT Business Expo ’16 – John Valente has reached out to previous attendees to collaborate with the RRA to create a “Rutland Avenue” for next year’s event. Brennan will be taking the lead on this and invite other Rutland vendors to exhibit and create a larger Rutland presence at the Expo.

Northwest Neighborhood Revitalization – The steering committee is meeting today. The Recreation Director continues to work with the neighbors to determine the park design for 65 Baxter Street property. The building is expected to be demolished by the end of September.

Brennan discussed the possibility of NWWVT purchasing 3 contiguous properties in the target neighborhood that the US Marshall’s Service seized. A meeting was held in Montpelier to determine if the City’s grant funds could be used to rehab these properties. The response was affirmative provided the properties are vacant at purchase. The most recent appraisals came in higher than anticipated and that the budget allows. Discussion continued regarding the pros and cons of the properties going to auction.

Business Incentive Assistance Program – The RLF Agreement with Heritage Family Credit Union is moving slowly. However a meeting last Friday may yield results today that will be brought to the Aldermen at their next meeting.

VCDP Planning Grant – The Aldermen set a public hearing for September 8 on Greg Cox’s request for the City to apply for a \$30,000 planning grant application for the VT Farmers Food Center. Barbara is working with Greg to prepare the application.

VIII. DRP Update: Stephanie reported on the bids received by the DRP for an audit. Both Brennan and Dave suggested that Mike contact Corrette & Associates for a quote.

IX. New Business: Proposed RRA "Outside Entity" Grant Application Process.

Brennan distributed copies of the proposed application process for discussion. The process would allow the Aldermen to hear about upcoming grant applications without any prior influence from the RRA as to support or reject an applicant. An RRA recommendation could then be made in committee if warranted.

Following lengthy discussion there was consensus on the RRA Board to take a position on applications up front from a list of "Rutland Criteria" based on the agreement for services between the City and the RRA. Brennan was asked to rework the process for discussion at the next meeting.

The Grant Administration fee structure was presented and accepted as appropriate.

In addition, the two organizations that have expressed an interest in applying for VCDP grants, with the assistance of the RRA, will be asked to appear before the RRA Board on August 25 or September 8, to present their projects for review.

X. Stephanie moved to adjourn. It was seconded. The meeting ended at 9:30 am.

These minutes approved this ____ day of _____, 2015.

Israel Mac, Secretary