



City of MUNCIE

Muncie Redevelopment Commission

401 South High Street
P.O. Box 842
Muncie, Indiana 47308-0842
Phone: 765-751-9106
Fax: 765-751-9151

MUNCIE REDEVELOPMENT COMMISSION - REGULAR MONTHLY MEETING - MAYOR'S CONFERENCE ROOM – MUNCIE CITY HALL THURSDAY, OCTOBER 7, 2010 – 9:00 AM

MINUTES

Present: Gavin Greene, Ken Hughes, Fred Mohler, Tom Parker, and Mike Powell

Also Present: Bruce Baldwin, MRC Director; Brad Bookout, Economic Development Alliance; Mayor Sharon McShurley; Matt Wagley, Land Bank; Phil Updike, MRC Legal Counsel; Gretchen Cheesman, Community Development; Pete Heuer, Public Works Superintendent; and Brandon Mundell, downtown business owner.

Call to Order:

Powell called the meeting to order welcoming those present.

Minutes of 9/2/10

Meeting: Hughes moved for approval of the September 2, 2010 meeting minutes. The motion was seconded by Mohler and the vote was unanimous. The minutes were approved as submitted.

Business: Invoices

Baldwin discussed several invoices and explained that some had already been paid (he was just seeking endorsement of the action after the fact) and some had yet to be paid. The invoices, amounts and status are as follows:

American United Appraisal Co., Inc. for a followup appraisal on the South Mulberry and East Seymour Street properties. The amount of the invoice (Exhibit A) is \$900.00. Motion by Hughes, second by Mohler. Approved 4-0.

O. W. Krohn & Associates for financial advisory services primarily working with Auditor's office on each TIF District. The amount of the invoice (Exhibit B) is \$1,500.00. Motion by Hughes, second by Mohler. Approved 4-0.

Sallie Mae bond fee payable to Old National Trust for annual bond fee. The amount of the invoice (Exhibit C) is \$1,000.00. Motion by Hughes, second by Mohler. Approved 4-0.

Redevelopment Association of Indiana Dues. The amount of the invoice (Exhibit D) is \$125.00. Already paid out of MRC checking account. Motion by Hughes to endorse payment already made and a seconded by Mohler. Approved 4-0.

Legal Advertisement / Muncie Star Press. The amount of the invoice (Exhibit E) is \$10.45. Already paid out of MRC checking account. Motion by Hughes and seconded by Mohler. Approved 4-0.

Mulberry Street Offer to Purchase

Baldwin informed the Commission that there is an offer to purchase the South Mulberry Street properties. He said that he had been in discussions with Dave Helms owner of the Muncie Music Center and Helms has indicated an interest in and made an offer of \$51,600 for the property. This, by the way, is the appraised value of the property as reached in a joint appraisal.

Urdike indicated that the way to facilitate any offer to purchase, per the redevelopment statutes in Indiana Code is advertise (at least 10 days prior to the hearing) a notice of public hearing. It is at this public hearing then, that the Commission can determine public benefit and utility and whether or not to accept an offer to purchase based upon the terms and plans presented by any potential purchaser.

After some further discussion, Hughes moved to hold a public hearing on the proposal. Mohler seconded the motion and it carried by a 4 to 0 vote. Baldwin asked Commission members whether or not Wednesday, the 20th or Thursday the 21st would work. Members present indicated that either date looked good at the present. Baldwin stated that he would try to get a notice of public hearing over to the newspaper as soon as he could for as early a publication as possible.

Land Bank Update

Matt Wagley updated the Commission on land bank activities. He said that he hasn't heard any more from Flagstar Bank on the property he is interested in acquiring for the land bank program. He also stated that the County has scheduled a tax sale for Thursday, October 28. The sale will

be held at 10:00 am and it will be held at the Delaware County Fairgrounds.

**Indiana Stampings
TIF District**

Baldwin reported that the Commission should be aware of something that will be coming up that will require their involvement. Indiana Stampings, LLC is a company that has come in to town and purchased the assets of the former Duffy Tool and Stamping plant at 3401 W. 8th Street. There is presently some discussion regarding working with the new company in an attempt to facilitate their purchase of the business and any other kind of assistance that the community can offer. The creation of a single-property owner TIF District as well as tax abatement on new equipment and any real property improvements has all been discussed. Baldwin just wanted to Commission to be aware of the potential for their involvement down the road.

**Jay Petroleum
Brownfield Site**

Baldwin stated that this site is at the northwest corner of South Walnut Street and Memorial Drive. It is a former Sunoco service station and it also includes a house immediately north of the corner service station. He said that the project involves Jay Petroleum's interest in cleaning it up both through demolition of the buildings (service station and house) as well as through environmental remediation. At present Jay Petroleum wants possession of the property but a portion of it has to be transferred to them from an estate that is already closed. The estate was closed through an Ohio court. At present Jay Petroleum will be utilizing a local law firm to try to get the estate re-opened and the property transferred to them. As time passes more should be know and any additional information that is uncovered, it will be reported to the Commission.

**Brownfields
Updates**

Bookout apprised the Commission of several brownfields projects that are currently underway. He has been able to get things done under the auspices of working with both the MRC and the Delaware County Redevelopment Commission. He passed out a handout (Exhibit F) which outlines current activities.

Other Business

Baldwin told the Commission that there are a few other projects that will require MRC input. The Mayor has been discussing a program called CPTED (pronounced sep-ted). CPTED stands for Crime Prevention Through Environmental Design and the Mayor has been having

conversations with a company out of Michigan City, Indiana that has extensive experience working with the program for which the Mayor is looking at EDIT dollars to help get it off the ground. The Commission may be involved in this initiative. A second program may include more neighborhood revitalization efforts on the part of the Commission and she is working with the consulting firm of Beam Longest & Neff. The two neighborhoods under scrutiny for these programs is the near south of downtown neighborhood (Delaware Machinery & Tool area) and the McKinley neighborhood (east of Central High School and roughly bordered by Wysor, Walnut, White River and the Cardinal Greenway. She would like to see some positive neighborhood revitalization efforts instituted in each of these areas and the Commission may become directly involved in each.

**Parking Garage
Consultants**

Lastly, another initiative that the Mayor, Pete Heuer and Baldwin have had some past involvement in is the study of the downtown and the optimum design and location for a downtown parking garage. The Mayor asked the Commission to consider hearing a presentation by Keystone Parking Consultants. It was decided that if possible, the Commission host representatives from Keystone at the next regular Commission meeting. All were in agreement that this would make for a good presentation.

Adjournment

There being no further business to transact, the meeting was adjourned.

Mike Powell, President

Exhibit A

American United Appraisal Company, Inc.

Real Estate Appraisers

211 S. WALNUT STREET, MUNCIE, IN 47305-2803 (765)288-8493 FAX (765) 288-8496

JAYE. ALLARDT, SRA

BRIAN L. ALLARDT
STEPHEN B. FARMERLEE
LEON A. MUDD
DARRIN R. HOLLENSBE
DANIEL D. TUDOR
LISA S. THOMAS

INVOICE

July 16, 2010

Mr. Bruce Baldwin
Muncie Redevelopment Commission
401 South High Street
PO Box 842
Muncie, Indiana 47308-0842

RE: 1.19 Acre Parcel of Vacant Land
600 Block South Mulberry Street
Muncie, Indiana

Appraisal services for the above referenced property. File #C100712A

FEE: \$900.00

Net 30 Days

Thank You

AMERICAN UNITED APPRAISAL COMPANY INC.
35-1838677

Jay E. Allardt, SRA
Indiana Certified General Appraiser
#CG69100507

Exhibit B

O.W. Krohn & Associates, LLP
CPA's and Consultants

231 E. Main Street
Westfield, Indiana 46074

Phone (317) 867-5888
www.owkcpa.com

INVOICE

Mr. Bruce Baldwin
Muncie Redevelopment Commission
401 South High Street
P.O. Box 842
Muncie, IN. 47308-0842

For professional services rendered in connection with general accounting and support services relative to providing assistance to the County Auditor's office for assistance with spring settlement verification.

PROGRESS BILLING:

Time summary through:	8/31/2010	<u>Hours</u>
CPAs		0.00
Consultants		14.50
Para-professionals		0.00
Time summary through:	8/31/2010	<u>Amount</u>
Standard time charges		\$1,885.00
Courtesy adjustment		<u>-385.00</u>
INVOICE AMOUNT		<u><u>\$1,500.00</u></u>

2010 hourly billing rates amount to \$90 for para-professional time charges,
\$130 for consultant time charges and \$175 for CPA time charges.

OLD NATIONAL *Exhibit C*
Wealth Management

FEE INVOICE FOR SERVICES RENDERED
THROUGH 09/15/2010

ACCOUNT # 1085007520

MUNCIE REDEVELOPMENT COMMISSION
ATTENTION: CONTROLLER
300 N HIGH ST
MUNCIE IN 47305

MUNCIE REDEVELOPMENT COMMISSION
TAXABLE TAX INCREMENT AND
ECONOMIC INCOME TAX REV BOND 06

INVOICE NUMBER: 8759
INVOICE DATE 09/15/2010

FEE CALCULATION FOR 09/16/2009 THROUGH 09/15/2010

BASIS	ITEM	AMOUNT
	FLAT FEE	1,000.00
	AMOUNT DUE FOR CURRENT PERIOD	\$ 1,000.00

SUMMARY OF ACCOUNT

	BEGINNING BALANCE	\$ 1,000.00
10/02/2009	PAYMENT RECEIVED	1,000.00-
09/15/2010	CURRENT PERIOD FEES DUE	1,000.00
	ENDING BALANCE-PLEASE PAY THIS AMOUNT	\$ 1,000.00

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT
SHANNON MARSHALL AT 812-461-9741

PAYMENT DUE UPON RECEIPT

Please send a copy of the invoice or
INCLUDE YOUR ACCOUNT NUMBERS(S) WITH PAYMENT

320 S High Street
P.O. Box 7003
Muncie, IN 47305
T: (765) 254-4301
F: (765) 254-4336
oldnational.com

Exhibit D



INVOICE - 2nd Notice

TO: Bruce Baldwin, Muncie

Please Provide Us with Updated Information:

Title: Director, Muncie Redevelopment Commission
City/Town/Organization: Muncie, Indiana
Address: 401 S. High St., PO Box 842, Muncie, IN 47308-0842
Phone Number: (765) 751-9106 Fax: (765) 751-9151
Email: bbaldwin@muncie.com

Make checks payable to Indiana Association of Cities & Towns

2010-2011 Membership Dues for the Redevelopment Association of Indiana - \$125.00
Fiscal year for the RAI runs from July 1st to June 30th

Payment Method:

[X] Check - Please make checks payable to IACT

[] Credit Card - [] Master Card [] Visa [] Discover

Credit Card #: - - - Three Digit Security Code

CITY OF MUNCIE
REDEVELOPMENT COMMISSION
401 S HIGH ST.
P.O. BOX 842
MUNCIE, IN 47308

71-65/749
1726382

394

DATE 9/22/10

PAY TO THE ORDER OF IACT \$ 125.00

One hundred twenty-five and no/100 DOLLARS



MEMO B. Baldwin - RAI dues 10-11 Bruce Baldwin

0749006571 172 638 21 0394

Exhibit E



CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	OVER 90 DAYS
10.45	.00	.00	.00
TOTAL AMOUNT DUE		TERMS OF PAYMENT	
10.45		DUE NET 20	
DUE ON - 10/16/10			
BILLING PERIOD	INVOICE NUMBER	ACCOUNT NUMBER	
08/30/10 - 09/26/10	0000309051	061060	

PAGE #	BILLED ACCOUNT NAME AND ADDRESS	ADVERTISER/CLIENT NAME
1	MUNCIE REDEVELOPMENT COMM. PO BOX 842 MUNCIE IN 47308-0842	MUNCIE REDEVELOPMENT COMM.
BILLING DATE		REMITTANCE ADDRESS
09/27/10		The Star Press P.O. Box 677560 Dallas, TX 75267-7560 1-877-283-2421

0610600000003090510000104515359

RETURN THIS SECTION WITH PAYMENT

TEAR ALONG THIS LINE

THE STAR PRESS P.O. BOX 677560 DALLAS, TEXAS 75267-7560

RETAIN FOR YOUR RECORDS

DATE	NEWSPAPER REFERENCE	DESCRIPTION - OTHER COMMENTS / CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	GROSS AMOUNT	NET AMOUNT
08/30		BALANCE FORWARD				.00
09/01	STAR PRESS 0005702581	CLAS PUBLIC MEETING: 09/22/10 0000-LEGALS SALESPERSON: JAMES	2	2X 22.00 =	88.00	10.45

CITY OF MUNCIE
REDEVELOPMENT COMMISSION
401 S HIGH ST.
P.O. BOX 842
MUNCIE, IN 47308

71-65/749
1726382

395

DATE 10/4/10

PAY TO THE ORDER OF

The Star Press

\$ 10.45

Ten and 45/100

DOLLARS



First Merchants Bank
First Merchants Bank, N.A. Muncie, Indiana

MEMO Invoice # 0000309051

Kevin Baldwin

⑆074900657⑆ 172 638 2⑈ 0395

STATEMENT OF ACCOUNT AGING OF PAST DUE AMOUNTS

CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	OVER 90 DAYS	TOTAL AMOUNT DUE
10.45	.00	.00	.00	10.45

ADVERTISER INFORMATION			
INVOICE NUMBER	BILLING PERIOD	BILLED ACCOUNT #	ADVERTISER/CLIENT NAME
0000309051	08/30/10 - 09/26/10	061060	MUNCIE REDEVELOPMENT COMM.

A finance charge of 1.5% per month (18% per annum) charged on past due balances 60 days or greater.

Our Remittance Address Has Changed (Top Right Hand Corner) - Please Update Your A/P System

Exhibit F

Brownfields Update:

October 4, 2010

Property: **Status:**

- 1. Car Doctors Site** SMRC agreed to take the property via Commissioners then donate to the Parks Department. Working with Symbiont to apply for a \$200k Brownfield clean-up grant. The property has to be in the name of the city or SMRC before we can apply for the grant. Commissioners cannot donate because the property has not been through a "Commissioners Sale". A recent property title search shows Federal and State Liens exceeding \$65k. Have contacted Arthur Hicks and am awaiting proof that the liens have been satisfied.
- 2. American Lawnmower Site** Working with Symbiont to apply for a \$200k Brownfield clean-up grant. The property has to be in the name of the city in order to apply for the grant. Commissioners cannot donate because the property has not been through a "Commissioners Sale". A recent property title search shows Federal and State Liens exceeding \$60k as well as a Mortgage with FMB for \$21k. FMB agreed to release the mortgage.
- 3. Petroleum and Hazardous Substances** Working with Symbiont to apply for \$200k for the assessment of Petroleum and \$200k for the assessment of Hazardous Substances at miscellaneous locations throughout the City. Grant deadline is October 15th. All support letters are completed and the narrative is being written.
- 4. Kiser Building** Working with Karla McDonald of CTL for building demolition. Demo specs are completed. Bids have been received. BOW to award the contract Wednesday October 6th. The low bidder was Tom Bailey Excavating Inc. for \$16,800 with a \$1,500 alternate bid for landscaping. Project to be paid for with left over funds from the Coke Plant SEP funds.
- 5. King Indiana Forge** Working with ATC Corp. to complete a Phase I and Phase II of the property located along E. Jackson Street North and East of the Railroad. Work being paid for with IFA Trails and Parks funding. Intention would be to eventually clean-up the site and donate to the Cardinal Greenway for a "Trail Head" location.
- 6. Former Muncie Transmissions/Chevrolet Muncie** Received approval from the MRC to proceed with Beth Grigsby and Dr. Sabine Martin to host a community Brownfield workshop for the site to determine the best use for the site. EPA has set up an Automotive Sector trust of \$800 million to clean-up former GM sites. Waiting until October 15th to begin planning the workshop.
- 7. Frank Foundry** Working with Symbiont. Phase II is completed at the site. Waiting on the results to be forwarded to David Gillay to pursue insurance remediation.
- 8. Muncie Precision Hard Chrome** Meeting with Steve Reed and Chad Pigg from SESCO on Oct. 8th to go over possible insurance remediation for the site. Chad Pigg has agreed to use David Gillay as insurance counsel for the site.
- 9. Hiatt Metal** Chad Pigg from SESCO has contacted the owner and is actively pursuing insurance remediation with him.
- 10. Indiana Stamping**

11. Delco Battery Site Working with Frank West at Keramida to determine if DAC can receive a letter of "No Further Action" at the site.

12. Jay Petroleum Site Assisting attorneys from Plews and Shadley who represent Jay Petroleum to remediate the site at the corner of Walnut and 12th Street.

13. Stout Battery Karla McDonald at CTL has submitted an agreement to complete a Phase I for \$1,300. Agreement needs brought before the BOW for approval. Possibly could pay for the Phase I with left over SEP monies from the Coke Plant demolition.

14. 1605 E. Main Street. Phase I and II is completed. IFA awarded funding for the buried tanks to be removed. Bids to be released in the next 30 days.

15. Muncie Paper Processing Phase I and II completed. Currently applying to USEPA for \$200k clean-up grant due Oct. 15th.

Thank you,

Brad Bookout

Assistant Director Business Development

Muncie-Delaware County Economic Development Alliance

401 S. High Street

Muncie, Indiana 47305

(765) 751-9133 Office

bbookout@muncie.com