



RUTLAND REDEVELOPMENT AUTHORITY

CITY OF RUTLAND

1 Strongs Avenue

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Regular Meeting / September 10, 2024

Minutes

Attendance: Ed Clark, Michael Talbott, Stephanie Romeo, Chris Etori, Mary Markowski

Absent: Israel Mac and Dick Courcelle

Also attending: Ed Bove, Tyler Richardson, Peter Fagan and Barbara Spaulding

- I. Ed C called the meeting to order at 8:01 am.
- II. Additions/Deletions – Chris moved to add, under New Business, discussion of the RRA’s role in purchasing property. Michael seconded. Motion was approved 5-0. Mary asked to add an update regarding new board members under Old Business.
- III. Michael moved to approve the minutes of August 27, 2024. Chris seconded. Motion was approved 5-0.
- IV. Public Comment – Peter Fagan discussed his concerns that the Education Property Tax increase may minimize the establishment of TIF districts and he urged the City to apply in November and not to wait until January 2025.
- V. Warrant – Chris moved to direct the Chair to sign the warrant for 800 expenses totaling \$27,838.98 and recommend to the Board of Financial payment of Fund 150 expenses in the amount of \$15,296.88. Michael seconded. Motion was approved 5-0.
- VI. Grant and Outreach Updates – Barbara provided the following updates:

Rutland Housing Initiative 120 Maple Street – There will be a progress report due for the period ended Sept 30 at the end of Oct. Requisitions are being processed monthly with the next reimbursement of funds expected Sept. 19. The project is well over 50% complete.

East Creek Commons/HTRC and NWWVT Merger – Barbara attended the Governor’s grant award ceremony in Rutland on Aug. 21. The ceremony took place at 74 Park Street, the Mandela House, which is part of the East Creek Commons scope of work.

Hospital Heights – The City Attorney’s opinion was completed and uploaded in GEARS satisfying all of the special conditions to the grant award. As of Aug. 28, VCDP staff were waiting for confirmation from Andy Miller, the project manager, that the amendment request is only to change the subgrantee amount to \$950,000 and

there is no change to the activity codes for the scope of work. Once the amendment is executed, the first requisition, which has been submitted, can be processed. There will only be 2-3 requisitions total. The project is currently 46% complete.

133 Forest Street VCDP Application – The required public hearing was held Tuesday Sept. 3 followed by the Aldermen signing the resolution in support of the application. Barbara has prepared the City's portion of the application in GEARS with the completed application due Sept. 17. According to the grant admin fee scale approved by the RRA Board on 8/25/2015 the range for services on a \$650,000 grant would be between \$7,500 and \$15,000. The Board discussed revising the grant fee schedule at a future meeting, but for the purposes of this application, an amount of \$12,500 should be budgeted for grant administration.

Rutland Creek Path Segment 3 – The project has exhausted the approved in-kind construction match so the remaining cash match has been invoiced from the RRPC. Also, the requisitions going forward will be an 80/20 split instead of 90/10 as funds are requisitioned from different grant awards.

Recreation Economy for Rural Communities (RERC)- The RRA received RERC information from multiple people and Barbara met with Kim Peters who does not have a project for this technical assistance. She needs grant funds for an accessibility trail at Giorgetti Park. After reading through the questions, the resulting technical assistance sounds a lot like the recently adopted Placemaking plan which considered how to revitalize the economy in Downtown. The application is due Oct. 16 and Barbara asked whether the RERC technical assistance should be pursued especially in light of the Rutland Outdoor Equity Coalitions recent receipt of an Outdoor Recreation Economic Collaborative grant to do similar work. The consensus was not to pursue an application at this time.

Annual Closeout Financial Reports – These reports correlate to the 7-8 loans reported on quarterly and they are all due by Dec. 31. These reports require copies of the most current audit for each borrower and those are being requested.

BIAP Update – Barbara is waiting on an application from Walter Manny and the first annual report from Nail'd it is expected by the end of the month. Alderman Tadio has been asked to reconvene the C&ED Committee to hear the RRA Board's recommendations for changes to the BIAP policy. Barbara also suggested that the BIAP Loan to Paige Carrara be discussed at the same meeting. On Sept. 24 HFCU will host a New Business Mentor Round Table and Barbara will participate with information on the BIAP. The event will be held from 5 to 7:30 pm at the Hub CoWorks.

Part-time Office Support Position – Three candidates for the part-time position have been identified for interviews. These will be scheduled over the next couple weeks.

VII. Project Updates – Ed B provided the following project updates:

Grant List Development & TIF - The TIF consultant will present at the Sept. 25 C&ED Committee meeting. Stephanie's presentation will include the plan, maps, projects and budget. The C&ED Committee will report out to the full Board in October, at which time, the Aldermen will sign the Letter of Intent which forms the basis of the TIF application. Ed discussed issues with coordinating tax stabilization and TIF adding that there are currently no requests for tax stabilization. Ed B said the SBD RLF for 24 Wales Street is being appealed and the DRB hearing is Wednesday Sept 18. He asked the Board if they want him to represent the RRA at the hearing and the Board said yes.

Housing – The Housing Showcase is scheduled for October 24 and Ed B is working with ACCD/VEPC to prepare the municipal tax exemption for house (Act 181). There are two potential UVM interns who could assist with finalizing the Housing Needs Assessment.

Site Specific Projects – Ed B shared 4 conceptual plans from TCE for Depot Park as a part of the rail gateway redesign. Chris asked if the plans had been shared with the Recreation Department or the Police as part of their crime prevention through environmental design. He would also like to see connection between amenities. Ed B said the bigger concept plan is not complete, but both Tyler from the Rec and Ted from DPW have been involved in the project.

Planning and Public Spaces – The Downtown signage project is underway with the RRA Board approving the deposits for the signs in the warrant.

VIII. BOA Update – Michael provided the following Aldermanic updates: the groundbreaking for Main Street Park was held yesterday with the gazebo repairs to be completed this year and the paths in the spring; the walking paths and rain garden are underway at the Godnick Center; the \$1 million USDA grant for trees can now be received, the Placemaking Plan was adopted and the Environmental Sustainability Committee will meet Sept. 11 for a presentation by Johnson Controls regarding municipal properties. Ed B added that the Capital Improvement Plan is also moving forward.

IX. Old Business – BIAP Application Bougie on a Budget Thrift

The Board discussed their concerns with the application including the business model is a for-profit relying on donations for inventory and how this will be maintained into the future and whether the business can sustain the jobs purported to be created. There was also discussion regarding whether a referral to HFCU was supported in the application. Stephanie said she was not at the meeting when the application was presented and therefore would abstain from a vote. Chris moved to recommend approval to the Aldermen for a \$10,000 BIAP Forgivable loan for

9/10/2024

Bougie on a Budget Thrift. Michael seconded. The motion failed with 3 yes, 1 no and 1 abstention. The Board said they would consider an application for the \$5,000 grant, but knew the applicant was eager to open.

Update on potential new RRA Board members – Tyler said the Mayor will be interviewing candidates over the next couple weeks with plans to nominate two at an October BOA meeting.

X. New Business – Potential for RRA to purchase residential properties

The consensus of the Board was that the RRA did have the ability to purchase property under its Charter as a way to increase the grand list. There was discussion on how the RRA would fund an acquisition for resale at Fair Market Value.

Michael moved to go into Executive Session under 1 V.S.A. §313 (a)(2) to negotiate or secure real estate purchase or lease options. Chris seconded. Motion was approved 5-0.

Michael moved to go into Executive Session at 8:53 am and include the body of the RRA. Chris seconded. Motion was approved 5-0.

Executive session exited at 9:19 am.

XI. Michael moved to adjourn. Chris seconded. Motion was approved 5-0. The meeting ended at 9:20 am. The next regular meeting will be held September 24 at 8 am.

These minutes approved this ____ day of _____, 2024.

Mary A. Markowski, Secretary