

Jamestown Redevelopment Commission

February 8, 2024

Jamestown Municipal Building

Those in attendance were RDC members Tina Pennington, Shane Childress, and Kaitie Duncan. Carol Leeke, Lori Hieston, Josh Hawkins, and Adam Steuerwald were also in attendance.

Tina Pennington called the meeting to order at 6:33 pm.

Public Request to Speak

None

Approve January Minutes

Shane Childress made a motion to approve the minutes from the January 11<sup>th</sup>, 2024 meeting; Kaitie Duncan seconded the motion. All voted aye and the motion passed.

Approve February Docket

Shane Childress made a motion to approve the docket; Kaitie Duncan seconded the motion. All voted aye and the motion passed.

Sidewalk Project

The proposal from DB Engineering for the sidewalk project was reviewed. The proposal included the topographical survey, pricing for the rest of the project, and the proposed timeline. The initial estimate that was given in March of 2023 was anticipated to be \$3,000-\$5,000 but is now \$8,695. The rest of the proposed pricing is as follows:

Project management and coordination on an hourly basis not to exceed \$4,490.

Preliminary design on an hourly basis not to exceed \$13,475.

Final design on an hourly basis not to exceed \$11,430.

Final tracings on an hourly basis not to exceed \$4,090.

Bidding assistance and bid review on an hourly basis not to exceed \$2,330.

Construction phase services on an hourly basis not to exceed \$1,930.

Shane Childress made a motion to approve \$12,763 less the \$5,000; Kaitie Duncan seconded the motion. All voted aye and the motion passed.

Project Spreadsheet

Tina Pennington presented the project spreadsheet which includes the projected cash balances. She noted that the sidewalk improvement study and the \$46,795 that was just approved will fall under the READI Grant and was double counted on the spreadsheet.

The income for FTIC was adjusted on the cash balance side. It had been estimated at \$227,450 but looks like it's going to be closer to \$187,500.

Shane Childress noted that the numbers appear to be down. Jennifer Walker has reviewed the numbers and confirmed that they are right. When FTIC first came to town, they asked for an abatement and were granted a tax abatement. Before the abatement expired, they came back and asked for an extension for an overpay of taxes. The Town Council granted them an extension. Shane Childress asked when exactly the abatement would expire and what the numbers will look like at that time. Adam Steuerwald is going to consult with Jennifer Walker from KROHN to see what he can find out.

Electronic Meeting Policy

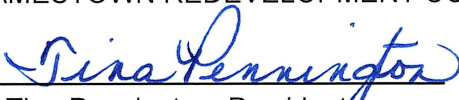
The policy was adopted at the January meeting with a revision which changed the number of total meetings that can be attended electronically from 2 to 4. There was also a statutory prohibition which limits the number of consecutive meetings that a member can attend electronically. This statute would allow a member to attend 2 meetings in a row electronically, but after that, the member would need to attend a meeting in-person before they can attend another meeting electronically. If the third meeting had an excused absence, then the member could go back to attending meetings electronically.

Shane Childress made a motion to adjourn the meeting; Kaitie Duncan seconded the motion. All voted aye and the motion passed.

The meeting was adjourned at 7:24 pm.


Submitted by Kaitie Duncan, member, in place of Jennifer McCarter-Fultz.

JAMESTOWN REDEVELOPMENT COMMISSION

x   
Tina Pennington, President

x   
Shane Childress, Vice President

Absent - 2/8/2024  
x \_\_\_\_\_  
Jennifer McCarter-Fultz, Secretary

x   
Kaitie Duncan, Member

Absent - 2/8/2024  
x \_\_\_\_\_  
Les Hawkins, Member