

**URBAN RENEWAL & COMMUNITY DEVELOPMENT AGENCY
CALLED MEETING
September 13, 2016 4:00 PM
Minutes**

Members Present:

Valerie Pollard, Chair
Jipaum Askew-Robinson
Calvin Shanks

Staff Present:

Steve Ervin
Charles Doherty
Nancy Upchurch
Dan Key, Counsel

Members Absent:

Bob Wade

Guests Present:

CALL TO ORDER: Chairman Pollard called the meeting to order at 4:00 PM.

CONSIDERATION OF MINUTES OF THE PREVIOUS MEETING:

Motion No. 1: Calvin Shanks made a motion to accept the minutes of the August 2, 2016 meeting as presented. Jipaum Askew-Robinson seconded.

APPROVED (3-0)

FOUNTAIN AVENUE REVITALIZATION UPDATE

Staff distributed a written update, copy filed.

PROPERTY ACQUISITIONS: None

SALE OF ASSETS: None

ROOF STABILIZATION

208 Kentuck Avenue-Market House Theatre

Bids Received:

	1.5" ISO	3" ISO
• Swift Roofing	\$28,750	\$32,090
• Southern Roofing	\$28,850	\$32,050
• Atlas Roofing	\$29,450	\$32,750

Motion No 2: Jipaum Askew Robinson offered the Motion to accept Southern Roofing 3" ISO bid of \$32,050 based on low bid and award a 30% grant based on the average score of 97.5 using the established scoring criteria.. Maximum grant approved: \$9,615. Calvin Shanks seconded the Motion

APPROVED: (3-0)

217 Kentucky Avenue-Allen Music

Bids Received:

- Gordon Roofing \$10,900
- Klapp Roofing \$14,700
- Southern Roofing \$14,822

Motion No 3: Calvin Shanks offered the Motion to accept Gordon Roofing bid based on low bid of \$10,900 provided that the contractor meet the minimum requirement of the ordinance and award a 30% grant based on the average score of 100% using the established scoring criteria. Maximum Grant approved: \$3,270 Jipaum Askew Robinson seconded the Motion

APPROVED: (3-0)

101 South 2nd Street-S and B Leasing of Paducah LLC

Bids Received:

- Atlas Roofing \$38,585
- Minter Roofing \$48,620
- Southern Roofing \$54,222
- Klapp Roofing \$23,000

Note: Staff deemed Klapp Roofing bid as no responsive as it did not meet the minimum criteria of the approved ordinance.

Motion No 4: Jipaum Askew Robinson offered the Motion to accept Atlas Roofing bid based on low bid of \$38,585 and award a 20% grant based on the average score of 75 using the established scoring criteria. Maximum Grant approved: \$7,717 Calvin Shanks seconded the Motion

APPROVED: (3-0)

117 North 4th Street-Jim Reed Law Office

Bids Received:

- Minter Roofing \$25,032
- Southern Roofing \$27,174
- Atlas Roofing \$30,550

Motion No 5: Calvin Shanks offered the Motion to accept Minter Roofing bid based on low bid of \$25,030 and award a 30% grant based on the average score of 90% using the established scoring criteria. Maximum Grant approved: \$7509.60 Jipaum Askew Robinson seconded the Motion

APPROVED: (3-0)

225 Broadway-Musselman Properties

Bids Received:

- Swift Roofing \$48,900
- Minter Roofing \$48,915
- Klapp Roofing \$15,700
- Woodall Co.'s \$18,295

Note: Staff deemed both Klapp and Woodall bids as no responsive as they did not meet the minimum criteria of the approved ordinance.

Motion No 6: Jipaum Askew Robinson offered the Motion to accept Swift Roofing bid based on low bid of \$48,900 and award a 30% grant based on the average score of 92.5 using the established scoring criteria. Maximum Grant approved: \$14,670 Calvin Shanks seconded the Motion

APPROVED: (3-0)

303 Broadway-Mr. Penguin

Bids Received:

- Swift Roofing \$51,200
- Atlas Roofing \$61,685
- Minter Roofing \$70,853
- Klapp Roofing \$25,900

Note: Staff deemed Klapp Roofing bid as no responsive as it did not meet the minimum criteria of the approved ordinance.

Motion No 7: Calvin Shanks offered the Motion to accept Swift Roofing bid based on low bid of \$51,200 and award a 30% grant based on the average score of 87.5% using the established scoring criteria. Maximum Grant approved: \$15,360 Jipaum Askew Robinson seconded the Motion

APPROVED: (3-0)

309 Broadway-Robert and Bonnie Gwinn

Bids Received:

- Atlas Roofing \$26,400
- Swift Roofing \$29,700
- Minter Roofing \$31,638

Motion No 8: Jipaum Askew Robinson offered the Motion to accept Atlas Roofing bid based on low bid of \$26,400 and award a 15% grant based on the average score of 50 using the established scoring criteria. Maximum Grant approved: \$3,960 Calvin Shanks seconded the Motion

APPROVED: (3-0)

517 Broadway-PEM Enterprises

Bids Received:

- Atlas Roofing \$26,750
- Minter Roofing \$30,760
- Swift Roofing \$34,300

Motion No 9: Calvin Shanks offered the Motion to accept Atlas Roofing bid based on low bid of \$26,750 and award a 20% grant based on the average score of 70% using the established scoring criteria. Maximum Grant approved: \$5,350 Jipaum Askew Robinson seconded the Motion

APPROVED: (3-0)

A discussion followed regarding what to do with the balance of the funds should one or more of the businesses decide not to utilize the grant funds.

Motion No 10: Jipaum Askew Robinson made a motion to redistribute the funds based on the percentages awarded between the remaining projects should one or more of the applicants decline the approvals granted by this board. Calvin Shanks seconded the Motion

APPROVED: (3-0)

Staff has selected four possible sites for the next neighborhood revitalization. Steve Ervin did a powerpoint presentation outlining possible criteria to be used in narrowing down the selection of the next neighborhood. A copy of the powerpoint presentation will be filed. At the next meeting staff will get a van and do a drive around of the four possible neighborhoods to begin the process.

The date of the next meeting was set for Thursday, September 29, 2016 at 5 PM

Motion No. 11: Jipaum Askew Robinson made a motion to adjourn, Calvin Shanks seconded.

APPROVED: (3-0)

Meeting adjourned at 5:06 PM

Minutes recorded by:

Nancy Upchurch