

## Ben Davis Conservancy District Board Meeting

Pursuant to notice by publication, the Board Meeting of the Ben Davis Conservancy District ("District") was held on Thursday, August 10, 2023, at the Board Meeting Room at the District Office, located at 703 S. Tibbs Avenue, Indianapolis, Indiana. Those in attendance: Mr. Fred Buckingham, Chairman; Ms. Beverly Matthews, Vice Chair; Ms. Jennifer Hess, Counsel for the District; Ms. Micah Sarabyn, Project Coordinator; Ms. Angela Wirth, Secretary/Finance Officer; Ms. Dee Revnyak of Triad Associates, Inc., and Mr. Corey Foster, & Mr. John Thurman, Maintenance Department. Also in attendance; Mr. Ryan Heathco, Web Designer and Ms. Chrissy Hayes, freeholder. Mr. Steve Brock, Financial Advisor, was in attendance remotely via teleconference.

Mr. Buckingham called the regular board meeting to order at 9:10 a.m.

Mr. Buckingham called upon the maintenance department for the monthly report. Mr. Foster informed the Board that Commercial Sewer is still conducting cleaning and televising of the sewers in Zone 5 and that the work is taking longer than anticipated due to excess grease and tree roots, as well as protruding laterals. Carlisle Plumbing finished the spot repairs on Waldemere Street. Mr. Foster stated that ART will be in the District within the next few weeks to line two manholes that are in need of repair. Mr. Foster updated the Board on the remaining work completed by the maintenance staff such as inspections, 811 sewer locates, and grease trap inspections.

Mr. Brock called into the meeting via cell phone. Mr. Brock began by sharing an update about the Indiana Finance Authority (IFA) accepting the District's sewer rehabilitation project for funding through the SRF loan program for traditional funding or the pool program. The IFA is considering funding for upwards of nine million dollars (\$9,000,000) at a very favorable interest rate. The IFA requested that the District close on the financing as soon as possible and prior to December 31, 2023. The District was previously anticipating closing a loan near March 31, 2024. The District is proposing a collection system rehabilitation project and the project will need to be bid prior to closing the loan. Triad Associates will need to get involved earlier than anticipated in order to expedite the process and ensure the process is completed in the requested timeframe. Mr. Brock stated IFA processes 20 SRF loans per calendar quarter and that if we close earlier, it could help with the interest rate and possibly allow for lower construction costs. Ms. Revnyak inquired about Mr. Brock keeping the monthly EDU at \$40.00 for the 2024 year.

Mr. Brock stated he had included debt service for the rehabilitation project in the budget for 2024, so he anticipates rates will remain at \$40 and will not increase for 2024. Mr. Brock stated that since there would be no rate change 2024, the office staff can provide this information in the Green Box for the October bill. Mr. Brock left the meeting at 9:45 a.m.

Ms. Revnyak asked Ms. Hess about the status of the purchase agreement for a parcel the District desires purchase. Ms. Hess distributed a copy of the proposed agreement to the Board to review. The agreement stipulated closing the transaction within thirty (30) days. Ms. Mathews made a motion to execute the purchase agreement. Mr. Buckingham was also in favor. Motion passed.

Ms. Revnyak also discussed the consideration of establishing additional fees for unauthorized discharge to the District's sewers, approved temporary discharge to the system, and a set plan review fee for new connections to the system.

Ms. Revnyak briefly discussed the Preliminary Engineering Report that had been approved for the SRF loan and noted that the scope of work will need to be determined after sewers are televised. The project and Finance Schedule were also discussed. Ms. Sarabyn stated the previous attendance to the annual regional conference as required for the SRF loan was expired and she will need to reattend.

Ms. Revnyak then inquired about the status of the past due payment from the Indianapolis Airport Authority. Ms. Hess is still in discussion with the IAA representatives and recently met with Mr. Jonathan Weinzapfel and Attorney Allen Hux at the Indianapolis International Airport regarding the current contract and future relationship of the parties.

Mr. Heathco updated the Board with the progress of the Website, and informed the Board that the site is receiving around forty (40) visits per day. He also noted that phone calls are down ten percent (10%). Mr. Heathco was going to put together some statistics regarding the demographics of the visits to the website.

Mr. Heathco also updated the board about a big Westside Development Project the Airport and a group of urban planners are putting together for the West Washington and High School Road corridor as well as a portion of the old airport on South High School Road. It is anticipated that the Airport project will be over \$35 million in development costs. Plans for the conceptual design will be preliminarily presented at a meeting to be held in late August. Mr. Heathco encouraged the District to attend to get a better understanding of what is being planned.



Mr. Heathco is continuing to work with Ms. Sarabyn on the Connection Permit process and hopes to get this process back online with additional features.

Ms. Sarabyn collected \$23,289.35 from contract customers in July. The District sent out 515 Pre-Lien Letters. Ms. Sarabyn is still working on the lien releases from the fall and spring of 2022 and 23. The deadline for the pre-lien letters is August 18, 2203, for payment to be received. The EAP paid for all residents in the community assistance program following a two (2) month delay for nine (9) residents who had applied. Ms. Sarabyn and the Maintenance Superintendents attended the Pre-Bid Meeting for the Biltmore Gardens Storm Water project that was held by the City. The District has Paid CEG through June of 2023 and withheld payment until the \$4,612.70 credit was applied properly. Ms. Sarabyn sent out a Request for Proposal for sewer lining to four contractors and also sent out a proposal request for manhole lining for deteriorating manholes to ART. Ms. Sarabyn and the Superintendents have been meeting to perfect the permit process as well as plan for other needed repairs within the District. Ms. Sarabyn also met with representatives for Velocity to discuss the District's permit process, including the design and layout of the permit and providing the public with the ability to utilize this function. She has also been working with Mr. Heathco on the projects page which is currently available on the website.


Reconciliation of the bank statement was not completed for July. Monthly state and County taxes, for July were paid and filed. Ms. Wirth and Ms. Sarabyn attended the Leadership Conference in Muncie and have the PowerPoint slides to review. Ms. Wirth and Ms. Baker helped enter the receipts for the month of July. Ms. Wirth also worked with Chase Platinum Group to set up the Construction Retainage Account. The account is now open and active. However, the District is still waiting on the checks and Mr. Woods and Ms. Matthews need to be added as additional signors. Ms. Wirth and Mr. Brock also set up the "Collection System" Fund Accounts for the Bond funds received in the amount of \$1,391,851.11 that was wired into the District's General Fund (GF) on June 15, 2023. The District is still waiting for additional invoices from consultants and for Boyce to officially set up a "2<sup>nd</sup>" fund through the SBOA and DLGF. Barnes & Thornburg is officially paid in full per Kim Blanchett. Ms. Wirth assisted with preparation of response letters to several residents regarding payments and spoke to Govolocity regarding IVR processes.

Paving quotes have been received from four (4) different vendors and it was decided up to select Orr Paving.


The Maintenance Team brought the issue of air conditioning to the attention of the Board. Ms. Matthews made a motion to install an air conditioner in the Maintenance Office and vent the same through a hole in the exterior wall. Mr. Buckingham also approved of the motion. Motion passed.

Ms. Matthews made a motion to approve the July Minutes. Mr. Buckingham approved. Motion passed.

The next board meeting is set for September 12, 2023 at 5:30 p.m. at the District Office Board Room. There being no further business to come before the Board at this time, Mr. Buckingham, Chairman, motioned to adjourned at 12:00 p.m. Meeting adjourned.

  
Fred F. Buckingham, Chairman

  
Beverly A. Matthews, Vice Chairman

  
Jeff T. Wood, Director

ATTEST:

  
Angela Wirth, Secretary