



REGULAR MEETING  
 June 22, 2023

**PLEDGE OF ALLEGIANCE:** Led by Al Ekdahl

**Commissioners Present:** Mayor Lynch, Lach, Czilli, Ekdahl, Mundt

**Commissioners Absent:** Finley

**APPROVAL OF MINUTES:**

Commissioner Czilli made a motion to approve the minutes from the regular meeting of May 25, 2023. Commissioner Mundt seconded the motion.  
 5 yes 0 nays

**APPROVAL OF CLAIMS:**

Commissioner Czilli made a motion to approve the claims presented to the RDC on June 22, 2023. Commissioner Mundt seconded the motion.  
 5 yes 0 nays

**STAFF REPORTS:**

Director AJ Monroe shared the staff report:

- **Marquette Greenway Trail (NPS Segment – Salt Creek).** The Ribbon Cutting Ceremony was held on Wednesday, June 7<sup>th</sup> – 10:00 am at the Deer Trail Shelter with approximately 50 in attendance. Will begin to work on close out documents soon.
- **Central Avenue West – Phase 1A.** Dunnet Bay has closed Central Avenue between Swanson Road and Willowdale and has begun work.
- **Central Avenue West – Phase 1B.** Design / Right-of-way Acquisition continues. Bid Letting for Phase Two is scheduled for FY 2024 (January 2024).
- **Open Air Pavilion / Craftsman Community Maker Labs of Indiana, Inc.** Work continues. We are awaiting Mr. Kuhn’s report on the Open Air Pavilion.
- **Marquette Greenway Trail.** This project builds the remaining segments of the Marquette Greenway Trail in Portage (excluding trail segments within the boundary of the Indiana Dunes National Park. NIRPC (the lead agency) has hired BF&S to serve as project managers. A project kick-off meeting is expected to take place in June / early July. Walked the site on June 1<sup>st</sup> with their project managers. Will be meeting later to discuss the next steps.

**President**

Sue Lynch  
 Mayor

**Vice President**

Collin Czilli  
 Councilperson

**Secretary**

Greg Lach

**Members**

Allen Ekdahl

Ralph Mundt

**School Board Liaison**

Dr. Shauna Finley

**Director**

A.J. Monroe

**Legal**

Dan Whitten

**Recording Secretary**

Sonya Lindgren

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- **Portage Library Garden Project.** Working with Attorney Whitten and Hasse Construction to finalize contracting. A groundbreaking ceremony is expected to be held soon.

Bill Rathjen with McColly Real Estate spoke on real estate matters:

- **Purchase Order for the Founders Square lot.** The buyer's agent stated that they have hired an architect and a contractor to start working through design issues. Anticipate seeing due diligence items in early July.
- **6100 Southport.** Currently working through lease renewals at this location.
- **Marine Drive.** Working through time issues for this project.
- **Northside Properties.** There has been a lot of interest from many different sources. NWI Forum and Portage EDC have been instrumental in bringing in some national clients. An Executive Board Session will need to be called for the week of July 10<sup>th</sup> to review presentations from developers.
- **Central Avenue lot.** A couple of national clients have shown interest.

Commission Lach asked how would the Commission proceed if they like one of the presentations on the Northside Properties with the TOD not being resolved. Mr. Rathjen stated that it would be a contingency in any proposal and similar to a TIF situation, it would have to be addressed through the due diligence process. He further stated that the Developer would help drive the determination with the TOD. Director Monroe stated that in conversations with RDA and the Transit Development Corporation they are aware that we continue to speak with developers and are aware of any possible implications.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

**Amended Declaratory Resolution Creation of the Southport Allocation Area No. 2**

Karl Cender with Cender Dalton spoke regarding amending the Declaratory Resolution Creation of the Southport Allocation Area No. 2. He stated that this is the first step to create the new allocation area for the Dayton Street Partners Project. He stated this is amending the City's current TIF area by pulling out the three parcels and creating a new TIF location. If this is approved today, it will then go before the Plan Commission to review and make sure it is not changing the City's Comprehensive Plan. It will then go to the City Council to confirm the Plan Commission's findings. A Public Hearing would then be held at the RDC's August 24<sup>th</sup> meeting for a confirmatory resolution to establish the area and then we can proceed with the financing through the Economic Development Revenue Bonds with a TIF pledge.

Commissioner Czilli moved to approve the resolution. Commissioner Lach seconded the motion.

5 Yes 0 nays

**Gilbert Park Landscaping**

Park Superintendent Dyan Leto informed the Commission that they had to outsource this work, as their staff is new and learning. She stated that Park funds are tight, and they are seeking

help from the Redevelopment Commission to help cover the remaining \$5,348.16 that remains of the total cost of \$7,848.16.

Commissioner Czilli asked if this payment would come from the Allocation Area or General Funding. Director Monroe stated that it would be paid for out of the General Fund. Discussion was held. Commissioner Czilli moved to approve the \$5,348.16 request. Commissioner Mundt seconded the motion.

5 Yes 0 Nays

### **Library Garden Construction Administration – Abonmarche**

Director Monroe stated that the contract for consideration before them is for part-time Construction Administration from Abonmarche Consultants. He stated that this is a complicated project, and it is staff's recommendation that the Commission approve the agreement for a not to exceed amount of \$42,000.00.

Commissioner Czilli moved to approve the agreement. Commissioner Mundt seconded the motion.

5 Yes 0 Nays

### **Amendments #6 & #7 to 2023 Working Budget**

Director Monroe stated that Amendment #6 is to move \$200,000 from the unfunded working budget to the funded line on the budget for the Marquette Greenway Trail as part of the Interlocal Agreement that was approved at last month's meeting and that the City Council approved at their meeting earlier this month. He stated this moves \$200,000 of the unfunded \$1,329,000 to the funded line.

He further stated that Amendment #7 establishes a new line item under the Library Garden Project for Construction Administration for \$42,000.00 per the agreement that was just approved.

Commissioner Lach moved to approve both the amendments to the 2023 working budget. Commissioner Czilli seconded the motion.

5 Yes 0 Nays

### **Park Department Request for Movie Screen**

Park Superintendent Dyan Leto stated that in conversation with Director Monroe discussions were held on updating their current system for showing movies as well as other events that are held throughout the year at various locations. She stated that it takes a lot of staff hours to set up and take down their current system. She stated that the system that is before them is one that other cities in the area have and recommends. Discussion was held on updating the sound system in the future as well.

Commissioner Czilli moved to approve the request to purchase a new Movie Screen and system.  
Commissioner Mundt seconded the motion.  
5 Yes 0 Nays

**Resolution 23-03 concerning Garyton Opportunity HUB**

Attorney Whitten stated this resolution addresses Garyton School. He further stated that the City has been conducting meetings with potential partners in the use, renovation, and potential long-term ownership of Garyton School. In the most recent meetings with potential Stakeholders and partners they felt it was appropriate to put together a resolution from the Commission since they will be pursuing grants such as the READI 2.0 Grant from the State. The resolution will allow Mayor Lynch to authorize all documents pertaining to obtaining grants on behalf of the Redevelopment Commission. Discussion was held.

Mayor Lynch read the entirety of Resolution 23-03. Commissioner Lach moved to approve Resolution 23-03 as read. Commissioner Czilli seconded the motion.  
5 Yes 0 Nays

**OTHER BUSINESS:**

**Amendment to Temporary Construction Workspace Easement**

Director Monroe stated that NIPSCO is seeking to amend the Temporary Construction Workspace Easement that the Commission entered and approved at their January 26, 2023 meeting, by reducing the amount of workspace. He stated that upon his and Attorney Whitten's review he recommends approving the amendment.

Commissioner Czilli moved to approve the amendment. Commissioner Mundt seconded the motion.  
5 Yes 0 Nays

With no further business to be come before the Commission, Commissioner Czilli moved to adjourn.  
Commissioner Lach seconded the motion.  
5 Yes 0 Nays

  
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Sue Lynch, Mayor

  
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Sonya Lindgren, Recording Secretary