



CITY OF PORTAGE
**REDEVELOPMENT
 COMMISSION**



REGULAR MEETING
 March 24, 2022

MINUTES AS AMENDED

PLEDGE OF ALLEGIANCE: Led by Commissioner Ekdahl

Commissioners Present: Czilli, Ekdahl, Lach, Mayor Lynch

Commissioners Absent: Mundt, Dr. Finley

APPROVAL OF MINUTES:

Commissioner Czilli made a motion to approve the minutes from the regular meeting of February 24, 2022. Commissioner Lach seconded the motion.
 4 yes 0 nays

APPROVAL OF CLAIMS:

Commissioner Czilli made a motion to approve the claims presented to the RDC for March contingent on removing the February Bulk Salt Application Line (\$4,900) from APV #53512. Commissioner Lach seconded the motion.
 4 yes 0 nays

STAFF REPORTS:

Director A.J. Monroe:

- Marquette Greenway Trail (NPS Segment). Notice to Proceed (Tree Clearing) has been issued. The City has provided a review of 90% Plans to SEH, Inc. Bid opening is expected later this Spring.
- Gilbert Gas Station Demolition. The project is set for action later this meeting.
- Willowcreek Road / Crisman Road Bypass. INDOT has invoiced the Redevelopment Commission (RDC) for Construction in the amount of \$567,646.74. The invoice has been forwarded to Clerk-Treasurer Rivas for payment. Milestone has been awarded the contract. The project is scheduled to begin in April.
- Founders Square / Plaza. The Department is coordinating with Gariup on outstanding work – including Spring restoration.
- Central Avenue – West (Phase One). Notice to Proceed (Tree Clearing) will be issued tomorrow (March 25th). The project is set to begin FY23.
- City Hall Remodel. Project is progressing. The Department expects the move back to City Hall will begin late April, with May being considered a soft opening. The plan is to begin conducting meetings at City Hall in June.
- RDC Solicitations. The Department continues to work on a number of solicitations to be opened in April.
- Downtown Baseball Complex. Demolition of the bleachers is complete. Demolition of the dugouts is complete. The roofing contractor has

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A.J. Monroe

Legal

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indicated that they have ordered materials and the work will commence upon delivery.

- Welcome Posters – Founders Square. Posters were ordered, printed, delivered and installed late February / March. Event Posters will soon be quoted with an expectation they will be installed by Memorial Day Weekend.

Commission Lach asked about the status of the Crisman Road Planter at Melton Road / U.S. Highway 20. Director Monroe reported that he had spoken to Mayor Lynch and that it had been decided that the stack stone planter will be removed. The Department is working on the Work Requisition Form now and expects it to be delivered to the General Services Department by end of business tomorrow (March 25th).

OLD BUSINESS:

NONE

NEW BUSINESS:

6300 Central Avenue Fire Station #3 – Efflorescence Quote – Gariup Construction

Director Monroe presented a summary of the project. Director Monroe indicated that while the quote is beyond the 90-day requirement – Gariup had stated that they would honor the quote amount - \$98,000.

Director Monroe recommended awarding the project to Gariup Construction in the amount of \$98,000.00.

Mayor Lynch entertained a motion to approve the quote from Gariup Construction in the total amount of \$98,000.00. Motion by Commissioner Czilli. (Commissioner Lach 2nd).

4 yes 0 nays

2021 Annual Report

Karl Cender, Cender/Dalton, presented the 2021 RDC Annual Report. Mr. Cender recommended accepting the 2021 Annual Report noting the report would be uploaded to DLGF Gateway in April.

Mayor Lynch entertained a motion to accept the 2021 Annual Report. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Capture Resolution Pay 2023

Karl Cender, Cender/Dalton, presented the resolution . Mr. Cender recommend accepting the resolution.

Mayor Lynch entertained a motion to approve the resolution. Motion by Commissioner Lach (Commissioner Czilli 2nd).

4 yes 0 nays Resolution passed.

Portage TIF Refunding – Timetable and A & R Resolution (2022) Appropriation Resolution 2022

Karl Cender, Cender/Dalton, presented the timetable and **Refunding** resolution related to the Re-Fi of the Fronius Bonds. Mr. Cender recommend accepting the timetable and **Appropriation** resolution.

A public hearing on the resolution and refinance of the bonds having been advertised for this meeting, no one appeared to speak in favor nor against the resolution

Mayor Lynch entertained a motion to approve the timetable and resolution. Motion by Commissioner Czilli (Commissioner Ekdahl 2nd).

4 yes 0 nays

2022 Consulting Agreement Real Estate Professional Services – McColly Bennett

Director Monroe presented the McColly Bennett agreement and recommended approval.

Mayor Lynch entertained a motion to approve the agreement in the not-to-exceed amount of \$24,000.00 contingent on legal review. Motion by Commissioner Lach (Commissioner Czilli 2nd).

4 yes 0 nays

Downtown Baseball Complex – New Dugout Construction

Ms. McDaniel opened quotes for new dugout construction and are as follows:

<u>Company</u>	<u>Quote Amount</u>
Gariup Construction	\$97,700.00
Security Door, Inc.	\$31,815.00

Ms. McDaniel recommended awarding the project to Security Door, Inc. contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from Security Door, Inc. in the amount \$31,815.00 contingent on legal review. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Founders Square Landscape Maintenance (downtown Portage)

Mr. Eberts opened quotes for landscape maintenance at Founders Square and are as follows:

<u>Company</u>	<u>Quote Amount</u>
Allen’s Snow Removal and Lawn Care, Inc.	\$99,200

Mr. Eberts recommended awarding the project to Allen’s Snow Removal and Lawn Care, Inc. contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from Allen’s Snow Removal and Lawn Care, Inc. in the amount \$99,200.00 contingent on legal review. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Phragmites Control (6100 Southport Road)

Mr. Eberts opened quotes for phragmites control at 6100 Southport Road and are as follows:

<u>Company</u>	<u>Quote Amount</u>
Allen's Snow Removal and Lawn Care, Inc.	\$3,900

Mr. Eberts recommended awarding the project to Allen's Snow Removal and Lawn Care, Inc. contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from Allen's Snow Removal and Lawn Care, Inc. in the amount \$3,900.00 contingent on legal review. Motion by Commissioner Lach (Commissioner Czilli 2nd).

4 yes 0 nays

Downtown Baseball Complex– Landscape Maintenance

Mr. Eberts opened quotes for landscape maintenance at the downtown baseball complex and are as follows:

<u>Company</u>	<u>Quote Amount</u>
Allen's Snow Removal and Lawn Care, Inc.	\$86,200

Mr. Eberts recommended awarding the project to Allen's Snow Removal and Lawn Care, Inc. contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from Allen's Snow Removal and Lawn Care, Inc. in the amount \$86,200.00 contingent on legal review. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Founders Square / Plaza / Police Station Landscape Project

Mr. Eberts opened quotes for Founders Square / Plaza / Police Station Landscape Project and are as follows:

<u>Company</u>	<u>Quote Amount</u>	<u>Alt #1</u>	<u>Alt #2</u>
Allen's Snow Removal and Lawn Care, Inc.	\$62,650.00	\$8,100.00	\$27,650.00
		<u>Alt #3</u>	<u>Alt #4</u>
		\$4,050.00	\$1,200.00

Mr. Eberts recommended awarding the project to Allen's Snow Removal and Lawn Care, Inc. accepting alternate #2, #3 and #4 contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from Allen’s Snow Removal and Lawn Care, Inc. accepting alternate #2, #3 and #4 contingent on legal review. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Garyton Center / Burns Parkway / Northside Trail – Landscape Maintenance

Mr. Eberts opened quotes for landscape maintenance at Garyton Center, Burns Parkway and Northside Trail and are as follows:

<u>Company</u>	<u>Quote Amount</u>	
Allen’s Snow Removal and Lawn Care, Inc.	Garyton Center	\$11,720.00
	Burns Parkway / Northside Trail	\$30,750.00

Mr. Eberts recommended awarding the project to Allen’s Snow Removal and Lawn Care, Inc. contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from Allen’s Snow Removal and Lawn Care, Inc. in the amounts of \$11,720.00 (Garyton Center) and \$30,750.00 (Burns Parkway / Northside Trail) contingent on legal review. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Downtown Portage – Off-Street Parking

Ms. McDaniel opened bids for construction of off-street parking lots in downtown Portage and are as follows:

<u>Company</u>	<u>Quote Amount</u>	<u>Alt. #1</u>
Gariup Construction	\$297,600.00	\$20,520.00
Milestone Contractors North, Inc.	\$338,279.10	\$25,487.88
Egolf Coates Excavation	\$274,125.50	\$17,710.50
FH Paschen	\$297,139.22	\$17,212.52
Rieth-Riley Construction	\$327,915.50	\$16,476.15

Ms. McDaniel recommended taking the bids under advisement.

Mayor Lynch entertained a motion to take the bids under advisement. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Woodland Park (Oakwood Hall / Sycamore Hall) Design Services – CSK

Director Monroe presented the CSK Proposal and recommended approval.

Mayor Lynch entertained a motion to approve the CSK Proposal in the amount of \$1,500.00. Motion by Commissioner Lach (Commissioner Czilli 2nd).

4 yes 0 nays

5439 Central Avenue Demolition (former Gilbert Gas Station)

John Blosky (Amereco) recommended awarding Bid #1 to GE Marshall in the amount of \$107,832.00 and Bid #2 to OSI Environmental in the amount of \$12,620.00.

Mayor Lynch entertained a motion to award Bid # 1 and Bid #2 per the recommendation of Amereco, Inc. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Former Little League Baseball Complex (downtown Portage) – Master Plan Presentation

Matt Reardon (MCR Partners) and Jonathan Smith (HWC) presented the Master Plan to the Commission – summarizing background, process, plan recommendations, costs, an implementation strategy, and next steps.

The Commission expressed appreciation to those in the community who participated in the plan’s development and the consultant team for their work in guiding the community through the planning process and resulting master plan vision.

The Commission agreed to take the plan under advisement and begin deliberations on how best to proceed.

Other Business:

Director Monroe asked the Commission to reconsider the action taken on the downtown Portage – Off-Street Parking Project – to move forward with the bid and alternate #1 provided by Egolf Coates Excavation.

Mayor Lynch entertained a motion to award the bid (and, alternate #1) to Egolf Coates Excavation in the total amount of \$291,836.00. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Commissioner Lach asked the Department to consider reaching out to the General Services Department to ask if they would be able to re-stripe the parking lot at the downtown baseball complex. Director Monroe stated that he would work with the Department and General Services to formulate a plan.

There being no further business to come before the Commission, Commissioner Czilli made a motion to adjourn. Commissioner Lach seconded the motion.

4 yes 0 nays


Sue Lynch, Mayor


A. J. Monroe, Recording Secretary