



REGULAR MEETING
 November 17, 2022

PLEDGE OF ALLEGIANCE: Led by Commissioner Ekdahl

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

Commissioners Absent: Dr. Finley

APPROVAL OF MINUTES:

Commissioner Czilli made a motion to approve the minutes from the regular meeting of October 27, 2022. 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 for November 2022. Commissioner Mundt seconded the motion.
 5 yes 0 nays

STAFF REPORTS:

Director A.J. Monroe:

- **Marquette Greenway Trail (NPS Segment – Salt Creek).** Work continues. The Contractor (Gariup) is working on both the east and west sides of Salt Creek. The Contractor is placing sub-base on the east side of Salt Creek. Asphalt work is expected to commence the week of November 27th.
- **Central Avenue West.** A pre-construction meeting with Dunnet Bay Construction Co. (Contractor) on Monday, December 5th.
- **RDC Budget – 2023 Working Budget.** The Department has started to prepare the 2023 working budget. It is the intention of the Department to present the working budget during the January 2023 RDC Meeting.

Bill Rathjen of McColly Bennet Real Estate:

- Mr. Rathjen stated that at last month’s meeting that the results of the current advertising would be in December, however with the December meeting being moved up a week, they missed the 30-day window. Therefore, the bids will not be opened until the January 2023 meeting.

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

City Hall
 6070 Central Avenue
 Portage, IN 46368

 219-762-5746

OLD BUSINESS:

None

NEW BUSINESS:

Change Order No. 1 for Trail Corridor Clearing Project

Director Monroe presented the change order from Homer Tree Service for a deduction of \$6,500.00. This reduction is a result of work that was not completed under the terms of the contract. This deduction amount will lower the contract price to \$36,500.00. He stated that it is the staff's recommendation to approve the change order.

Mayor Lynch entertained a motion to approve Change Order No. 1 for the deduction of \$6,500.00. Motion by Commissioner Czilli (Commissioner Mundt 2nd).
5 yes 0 nays

Purchase of Winter and Spring Banners

Director Monroe stated that Ms. Joyce Russell has provided a memo requesting the purchase of 90 winter banners and 90 spring banners for 180 total banners costing \$11,896.96 from Minuteman Express. She stated three businesses were solicited with Minuteman Express being the only one to provide a quote.

Mayor Lynch entertained a motion to approve the purchase of 180 banners for \$11,896.96. Motion by Commissioner Czilli (Commissioner Mundt 2nd).
5 yes 0 nays

Presentation of Downtown Master Plan Update

Director Monroe introduced Mr. Gregg Calpino with SmithGroup who presented the Downtown Portage Master Plan Update. Mr. Calpino introduced the seven driving principals for the plan:

1. Finish Founders Square
2. Enlivened by Local Business Investment and Public - Private Partnership
3. Driven by Walkability
4. Connected by Open Space
5. Energize Central Avenue
6. Personalized by Authentic Districts and Centers
7. Guided by an Informed Phasing Strategy

Mr. Matt Reardon spoke on the need to re-establish the Downtown Development Corporation and adding city staff to assist Director Monroe and the department in implementing the plan. He further stated that this could be funded in many ways including a Business Improvement District.

Discussion was held.

Commissioner Lach asked Director Monroe what he needed from the Redevelopment Commission tonight to move forward. Mr. Monroe stated that he needs to know if it is the wish of the Commission

to accept the Downtown Portage Master Plan as presented as well as direction from the Commission in terms of implementing the recommendations of this plan. The Commission agreed it is their desire to move forward with Phase 1A and 1B of the plan and for Director Monroe to begin the process of looking into budgeting and obtaining staff for the Downtown Development Corporation.

Mayor Lynch entertained a motion to adopt the plan as presented. Motion by Commissioner Czilli (Commissioner Lach 2nd).

5 yes 0 nays

OTHER BUSINESS:

None

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

5 yes 0 nays


Sue Lynch, Mayor


Sonya Lindgren, Recording Secretary