



CITY OF PORTAGE
**REDEVELOPMENT
 COMMISSION**



REGULAR MEETING
 February 24, 2022

PLEDGE OF ALLEGIANCE: Led by Commissioner Mundt

Commissioners Present: Czilli, Mundt, Lach, Mayor Lynch

Commissioners Absent: Ekdahl, Dr. Finley

APPROVAL OF MINUTES:

Commissioner Czilli made a motion to approve the minutes from the regular meeting of January 27, 2022. Commissioner Mundt seconded the motion.
 4 yes 0 nays

APPROVAL OF CLAIMS:

Commissioner Lach made a motion to approve the claims presented to the RDC for February 2022. Commissioner Czilli seconded the motion.
 4 yes 0 nays

STAFF REPORTS:

Director A.J. Monroe:

- Marquette Greenway Trail (NPS Segment). The Environmental Assessment (EA) will soon be advertised for public comment. Bid opening has been moved to April.
- Gilbert Gas Station Demolition. Bids will be this afternoon and taken under advisement. Action is expected in March.
- Willowcreek Road / Crisman Road Bypass. Bid Letting was held on February 9th. 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.
- Founders Square / Plaza. Certificate of Substantial Completion was executed on February 22nd. Limited Spring restoration work is required.
- Central Avenue – West (Phase One). Property acquisition is ongoing. A special thanks was offered to RDC Attorney Whitten for his work to complete the acquisition process. The project is set to begin FY23.
- City Hall Remodel. Project is progressing. Walk-thru for Phase 2 is set for the week of March 21st.
- RDC Solicitations. The Department continues to work on a number of solicitations to be opened in March.

Commissioner Lach asked for clarification about the recently announced Entry Fee at Indiana Dunes National Park. Director Monroe stated that it was his understanding that an Entry Pass will be required to visit Portage Lakefront and Riverwalk and that enforcement would fall upon the National Park Service Staff. Director Monroe went on to let the Commission know that Entry Passes are

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**Director / Recording
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A.J. Monroe

Legal

Dan Whitten

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expected to go on sale on Tuesday, March 1st and could be purchased on-line or at the Visitor Center with the possibility of future sale sites at Portage Lakefront and Riverwalk and West Beach.

OLD BUSINESS:

Former Little League Baseball Complex (downtown Portage)

Director Monroe reviewed the memo distributed in the commission packet.

Superintendent Lori Wilkie offered an update on the ongoing work regarding the Youth Baseball Program, reporting that the Portage Parks and Recreation Board had approved the Parks and Recreation Department offering a youth baseball program. Superintendent Wilkie announced that registration for the 2022 Baseball Season would open early next week as soon as Monday, February 28th.

Director Monroe asked for confirmation on the need for a Use Agreement between the Portage Parks and Recreation Department and the RDC. Attorney Whitten stated that a written agreement should be prepared and acted upon.

Commissioner Czilli made a motion to approve the use of the downtown baseball complex by Portage Parks and Recreation requesting Attorney Whitten prepare the Use Agreement. (Commissioner Lach 2nd)

4 yes 0 nays

NEW BUSINESS:

North Entrance Work (Portage Police Station)

Director Monroe presented a memo from Portage Police Captain Hughes and his recommendation to move forward with the proposals submitted by SDI for work at the north entrance of the Portage Police Station.

Director Monroe recommended accepting Captain Hughes suggestion to move forward with SDI.

Mayor Lynch entertained a motion to approve the proposals from SDI in the total amount of \$10,369.01. Motion by Commissioner Lach. (Commissioner Czilli 2nd).

4 yes 0 nays

Welcome Posters (Founders Square)

Director Monroe presented the quote from Bowman Displays. Director Monroe recommended accepting Bowman Displays proposal.

Commissioner Lach asked if the RDC would be required to pay taxes. Director Monroe stated that he did not believe the RDC would have to pay taxes and revised his recommendation to accept Bowman Displays proposal to exclude taxes.

Mayor Lynch entertained a motion to approve the quote from Bowman Displays in the amount \$580.25 Motion by Commissioner Lach (Commissioner Czilli 2nd).

4 yes 0 nays

Former Little League Baseball Complex (downtown Portage) – Demo of CMU Block Wall Dugouts

Ms. Kolb opened quotes for Demo of CMU Block Wall Dugouts and are as follows:

<u>Company</u>	<u>Quote Amount</u>
Hamady Services	\$9,800.00
RV Sutton	\$9,440.00
Egolf Coates Excavation	\$17,500.00

Ms. Kolb recommended awarding the project to RV Sutton contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from RV Sutton in the amount \$9,440 contingent on legal review. Motion by Commissioner Czilli (Commissioner Mundt 2nd).

4 yes 0 nays

Former Little League Baseball Complex (downtown Portage) – Demo of Bleachers

Ms. Kolb opened quotes for Demo of Bleachers and are as follows:

<u>Company</u>	<u>Quote Amount</u>
Hamady Services	\$2,800.00
RV Sutton	\$3,000.00
Egolf Coates Excavation	\$6,900.00

Ms. Kolb recommended awarding the project to Hamady Services contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from RV Sutton in the amount \$2,800.00 contingent on legal review. Motion by Commissioner Lach (Commissioner Czilli 2nd).

4 yes 0 nays

Former Little League Baseball Complex (downtown Portage) – Concession Building Re-roof

Ms. Kolb opened quotes for Concession Building Re-roof and are as follows:

<u>Company</u>	<u>Quote Amount</u>
E.C. Babilla, Inc.	\$22,690.00 / \$110 per sheet / \$3.97 LF Fascia
Gluth Brothers Roofing Co., Inc.	\$20,225.00 / \$75 per sheet / \$7.25 LF Fascia
J and F Chiattello Construction, Inc.	\$24,835.00 / \$85 per sheet / \$12.00 LF Fascia

Ms. Kolb recommended awarding the project to Gluth Brothers Roofing Co., Inc. contingent on legal review.

Mayor Lynch entertained a motion to approve the quote from Gluth Brothers Roofing Co., Inc. in the amount \$20,225.00 / \$75 per sheet / \$7.25 LF Fascia contingent on legal review. Motion by Commissioner Czilli (Commissioner Mundt 2nd).

Further discussion was held. Commissioner Mundt asked about the condition of the concession building. Ms. Kolb stated that the building had good bones and the additional work inside the building would be required.

Mayor Lynch asked about the age of the building. Ms. Kolb stated that she did not know the age of the structure.

Commissioner Lach asked if a re-lay and limited repair work was in order. Ms. Kolb stated that the asphalt shingles were in poor condition and needed to be removed. Ms. Kolb went on to explain that the condition of the fascia, soffit and siding required more than a repair.

With no further discussion, Mayor Lynch called the question.

4 yes 0 nays

5439 Central Avenue Demolition (former Gilbert Gas Station)

Zach Heine (Amerco) opened bids for Demolition of 5439 Central Avenue (former Gilbert Gas Station) and are follows:

Company:

Austgen Equipment Inc.	<u>Bid #01</u> \$113,965.00	<u>Bid #02</u> NO BID	<u>Bid #03</u> NO BID	
	<u>U.01</u> \$85.00	<u>U.02</u> \$35.00	<u>U.03</u> NO BID	<u>U.04</u> NO BID
	<u>A.1</u> \$5,432.00	<u>A.2</u> NO BID		
GE Marshall, Inc.	<u>Bid #01</u> \$107,832.00	<u>Bid #02</u> NO BID	<u>Bid #03</u> NO BID	
	<u>U.01</u> \$75.00	<u>U.02</u> \$45.00	<u>U.03</u> NO BID	<u>U.04</u> NO BID
	<u>A.1</u> \$10,350.00	<u>A.2</u> NO BID		
OSI Environmental, Inc.	<u>Bid #01</u> NO BID	<u>Bid #02</u> \$12,620.00	<u>Bid #03</u> NO BID	
	<u>U.01</u> NO BID	<u>U.02</u> NO BID	<u>U.03</u> \$1.00	<u>U.04</u> \$2.00
	<u>A.1</u> NO BID	<u>A.2</u> \$1,000.00		

Mr. Heine 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

South Properties Pavilion (Open Air Pavilion) 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

Professional Services Agreement for Ecological Maintenance Restoration - Cardno

Joe Eberts (Department of Planning and Community Development) presented the agreement and recommended approval.

Mayor Lynch entertained a motion to approve the agreement with Cardno contingent on legal review. Motion by Commissioner Czilli (Commissioner Mundt 2nd).

4 yes 0 nays

Equipment Procurement Memo (Parks / DPCD / RDC)

Director Monroe presented a memo from Superintendent Wilkie that outlined a recommended list of equipment for purchase using RDC funding.

Mayor Lynch expressed concern that previously promised equipment for Park use of RDC-sponsored project / properties appeared on the list.

Director Monroe stated that it was his intention by proposing the equipment line in the 2022 RDC Working Budget was to resolve that matter.

Mayor Lynch asked for the commission's support to increase the equipment line for Park / DPCD / RDC. It was agreed that Superintendent Wilkie would move forward with procurement and would contact Director Monroe if the cost of the equipment listed in the memo exceeded the budgeted amount.

Mayor Lynch entertained a motion to accept the memo from Superintendent Wilkie. Motion by Commissioner Czilli (Commissioner Lach 2nd).

4 yes 0 nays

Landscape Services – Garyton / Burns Parkway / Northside Trail

Director Monroe reported that no quotes were received. He stated that the Department of Planning and Community Development would issue a new solicitation.

Landscape Services – former Portage Little League Baseball Complex (downtown Portage)

Director Monroe reported that no quotes were received. He stated that the Department of Planning and Community Development would issue a new solicitation.

RDC Bond Resolution – Series 2013 (Fronius Project)

Karl Cender, RDC Financial Advisor, presented the bond resolution to the RDC. Mr. Cender recommended approval of the resolution so to keep the process moving forward.

Mayor Lynch entertained a motion to approve the bond resolution contingent on legal review. Motion by Commissioner Lach (Commissioner Mundt 2nd).

4 yes 0 nays

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

4 yes 0 nays



Sue Lynch, Mayor



A.J. Monroe, Recording Secretary