

City of La Porte Business Improvement District
City Hall
La Porte, IN 46350
January 10, 2022

President Thaddeus Cutler called the January 10, 2022 meeting of the City of La Porte Business Improvement District Board to order at 5:03 p.m. The meeting was held at City Hall at 801 Michigan Avenue, La Porte, IN. Roll call of members of the Board was shown to be present or absent as follows:

MEMBERS PRESENT: Brad Adamsky, Thaddeus Cutler, Lizz Ward, Robin Clark, Erica Kanney, Clinton Worthington, and Dawn Melchiorri (5:05 pm)

MEMBERS ABSENT: John Spiggle, Jim Kaminski, and Jessica Granger

GUESTS PRESENT: Laura Cutler, David Heinold, Charity Hlavsa, Craig Phillips, and Matt Sullivan

MINUTES: Clinton Worthington made a motion to approve the meeting minutes for the December 13, 2021 BID meeting and the motion was seconded by Lizz Ward. The motion passed unanimously (6-0)

Dawn Melchiorri arrived at 5:05 pm.

GUEST COMMENTS: Matt Sullivan, Music Coordinator for La Porte High School, is requesting permission to hang banners for senior music students for the 2023-2024 school year. Mr. Sullivan mentioned that there would be 40-50 banners, all music students. There preference for seasons are winter or spring.

COMMITTEE REPORTS:

Finance: No Finance report was provided. No claims were presented.

Maintenance: Craig reported that he talked with Ed Gilliland and they presented a list of dates per sports season. Fall – August 1 to November 1; Winter – January 1 to March 1; and Spring – April 1 to June 1. Craig will get estimates for repair of the two planters (one at the NE corner of Madison and Lincolnway and another at NW corner of Jackson and Lincolnway) by the next BID meeting. Craig reported that Monroe Street poles for the snowflake light swag across the street is on hold due to supply issues. He mentioned that the City is working on streetscape changes and will incorporate a new plan for overhead lighting and decorations. Erica asked how many banners can be put up in the BID. David distributed a map that shows there are 212 streetlights in total around the BID. Craig reported that the City is working on getting information to login into the system for maintenance on the BID streetlights that are currently not working.

Leaf & Snow Removal: Clinton mentioned that he will contact Flagstar Bank and Grandma’s House of Pancakes about pushing snow right up to the sidewalks. Brad mentioned that someone was pushing snow from planter onto Lincolnway around Horizon Bank. Clinton mentioned that he has received one claim from Amy for snow removal dated January 2nd. This claim will go on the next meeting docket.

Flowers: Lizz reported that Matt from Perennials Galore submitted two bids (one with sunflowers and one without sunflowers). This is a similar price estimate from last year. The price without sunflowers is \$33,000

and the price with sunflowers is \$34,000. The BID board came to a consensus that they did not want any sunflowers in the planters this year. Brad Adamsky made a motion accept the bid without sunflowers in the amount of \$33,000 to Perennials Galore and the motion was seconded by Robin Clark. The motion passed unanimously (7-0).

A question was presented about the upcoming irrigation system evaluation by WISSCO on May 4th, 2022. The City will look into an earlier date pending availability of the company. The BID board would WISSCO to provide recommendations for contracts for needed repairs with regard to what's worth fixing and not working. Craig will look for companies for alternate planter watering mechanisms. Lizz questioned whether Amy could water the planters if needed while they are already out doing summer maintenance.

Trees: There was no report. There was discussion about requests to put lights around trees in the BID. The Board of Public Works has sole approval of requests to use electric in the BID.

Long-Term Planning: There was no report. Laura Cutler mentioned that we need to add Holiday Lighting to Long Term Design so that we can coordinate future purchases of decorations.

OLD BUSINESS:

Laura mentioned that we need to have a more coordinated process for ordering holiday decorations earlier and improve the process for how decorations are installed. The gold bows were the favorite. She is looking for feedback on what to do with the old wreaths. The new lighted snowflakes take up much less room than the wreaths. The lighted snowflake swag could not be installed with no poles on Monroe Street. There was positive feedback about the new decorations. We could do a shorter bar on the sidewalk side of the streetlight. Currently, we have 86 snowflakes and banners. We need more gold bows for the wreaths. Clinton mentioned that we should consider adding some tree lighting. Laura mentioned that the City is working on plan for tree removal. Laura mentioned that there are 12 damaged wreaths and 6 streetlight poles with nothing on them. Brad mentioned that we need to do an inventory and then create a plan for holiday decorations.

NEW BUSINESS:

Election of Officers for 2022

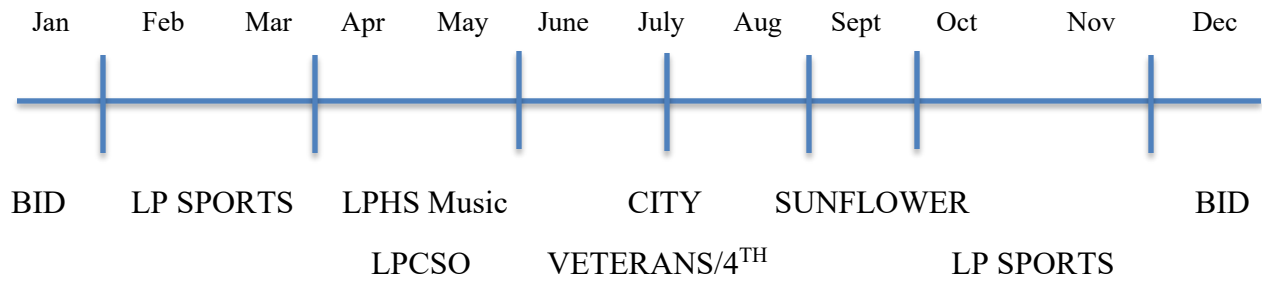
President: Lizz Ward made a motion to nominate Thaddeus Cutler for President and the motion was seconded by Clinton Worthington. The motion passed unanimously (7-0).

Vice President: Lizz Ward made a motion to nominate Robin Clark for Vice President and the motion was seconded by Brad Adamsky. The motion passed unanimously (7-0).

Treasurer: There was discussion amongst the board that they will eventually need to find a replacement Treasurer with CPA experience. Brad Adamsky made a motion to nominate John Spiggle for Treasurer and the motion was seconded by Clinton Worthington. The motion passed unanimously (7-0).

Banner Schedule

The BID board discussed the proposed banner schedule for the 2022 calendar year. The following requests have been received from organizations that would like to display banners throughout this year: BID – Sunflower Fair and Christmas; Sports – Fall, Winter, Spring; La Porte County Symphony Orchestra – Spring; La Porte High School Music – Winter or Spring; City of La Porte – Summer; and Jaycees – 4th of July. The board discussed having a 6 week rotation of banners to allow for each of the organizations to display their banners. The board will need to set deadlines for having the banners printed so that the City can coordinate putting up new banners simultaneously when the old banners are taken down.



ANNOUNCEMENTS/OBSERVATIONS:

None.

Adjournment/Next Meeting

There being no further business, Clinton Worthington made a motion to adjourn the meeting at 6:22 p.m. and the motion was seconded by Lizz Ward. There being no further discussion, the motion passed. The next board meeting will be February 14, 2022. *If unable to attend this meeting, please contact Thaddeus Cutler by email at thaddeus@thaddeusc.com*

*Respectfully submitted by: David Heinold, City Planner
City of La Porte*