

## **MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY**

VALPARAISO, INDIANA

July 25, 2025

The Board of Public Works and Safety of Valparaiso, Indiana met July 25, 2025, at 11:00 a.m. in City Hall. Present were Mayor Costas, Bill Oeding and Katrina Spence. Mayor Costas called the meeting to order and led the Pledge of Allegiance.

**MOTION:** Mayor Costas moved to approve the minutes of the July 11, 2025 meeting. Seconded by Bill Oeding and so approved with a 3-0 vote.

**MOTION:** Mayor Costas moved that the claims be approved for payment subject to appropriation balances. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Downtown Streetscape Improvements Recommend Approval of Change Orders #2, 3 and 4**

The Engineering Department is recommending approval of Change Orders #2, #3 and #4 for the Downtown Streetscapes project. Change Order #2 is for the increase in unit prices due to work extending into 2025 which includes an additional mobilization charge in the amount of \$41,267.47. Change order #3 is for unforeseen delays for underground work completed last year and amounts to an increase of \$49,152.00. Change Order #4 was for material costs representing a larger planter size than was originally scoped in order to be consistent with other planters in the downtown area. This Change Order amounts to an increase of \$2,193.98. Change Orders #2 and 4 are to be paid from RDC funds and have received Commission approval. Change Order #3 is to be paid from Sanitary Sewer and Storm Water funds and has received Utility Board approval. City staff recommends approval of Change Orders #2, #3, and #4 for a total increase in contract price of \$92,613.45.

**MOTION:** Mayor Costas moved that Change Orders #2, #3 and #4 of the Downtown Streetscape Improvements be approved. Seconded by Bill Oeding and so approved with a 3-0 vote.

### **Traffic and Safety Recommendations -Washington Street and US 30 Right Turn Only VHS Entrance – Right Turn Only on Vale Park Road**

Washington Street and US 30 – The Traffic and Safety Committee recommends updating the outside lane markings for the southbound approach north of US 30 at the intersection of Washington Street and US 30. INDOT is in concurrence of switching southbound shared thru-right to a right-turn only lane. The Traffic and Safety committee voted on it at their July meeting and ended with a 6-0 in favor and recommended approval from the Board of Works.

VHS Entrance – The Traffic and Safety Committee recommends providing a right turn only for the entrance of VHS off Vale Park Road. It went before the committee and was voted 6-0 in favor. The Traffic and Safety Committee recommends approval from the Board of Works.

**MOTION:** Mayor Costas moved that the request for Washington Street and US 30 Right Turn Only and VHS Entrance – Right Turn Only on Vale Park Road be approved. Seconded by Bill Oeding and so approved with a 3-0 vote.

### **The Brooks at Vale Park – Two Letters of Credit – Centier Bank**

TCW Development is requesting that the City accept two Letters of Credit as performance surety and maintenance for The Brooks subdivision. Road improvements in The Brooks were accepted at the December 7, 2023 Board of Works meeting. A Letter of Credit was provided as maintenance surety in the amount of \$33,000.00 for Phase 3 public roads. The performance surety Letter of Credit is for \$402,500.00. The Engineering Department has reviewed and recommends acceptance of both Letters of Credit.

**MOTION:** Mayor Costas moved that the Two Letters of Credit for the Brooks at Vale Park from Centier Bank be approved. Seconded by Bill Oeding and so approved with a 3-0 vote.

### **2025 Alley Paving Package Recommendation of Award and Contract Approval**

The Engineering Department staff opened quotes for the 2025 Alley Paving Package at the July 11, 2025, Board of Works Meeting. Engineer's estimate was \$149,315.00. Bid Results of the project are as follows:

Boyd Asphalt, Inc = \$148,511.50  
Site Services Inc. = \$152,800.00  
Olson Construction Inc = \$180,866.95  
Milestone Contractors L.P. = \$187,445.00  
Rieth-Riley = \$333,129.50

The Engineering Department staff has reviewed the bid packages and confirms that all five submissions were complete. The department recommends awarding the contract to the lowest bidder, **Boyd Asphalt, Inc**, in the amount of **\$148,511.50** and ask the Board to execute the contract.

**MOTION:** Bill Oeding moved that the bid of Boyd Asphalt in the amount of \$148,511.50 be approved. Seconded by Mayor Costas and so approved with a 3-0 vote.

### **Letter of Engagement for Peterson Consulting Services, Inc.**

Clerk-Treasurer Taylor explained for the last several years she has been using Peterson Consulting Services to assist the City of Valparaiso, Indiana, in preparing the annual update of its capital asset information for financial reporting for the fiscal year. She proposes to use them again this year. This update will include the capital assets of the City as well as those of the Fire Protection Territory and the Department of Parks and Recreation. This update will not include the capital assets of the Water and Sanitary Sewer utilities. It will be the same as they have done in previous years.

**MOTION:** Mayor Costas moved that the Letter of Engagement for Peterson Consulting Services, Inc be approved. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Increase in Cemetery Burial Rates**

On July 14, 2025 Clerk-Treasurer Taylor presented a change to the City Council to update the Municipal Code on City cemeteries. They approved changes to the Code regarding grave/plot costs and foundations. In 2006 was the last update.

**MOTION:** Mayor Costas moved that the increase in Cemetery Burial Rates be approved as presented. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Alley Vacation – 256 and 254 Erie St.**

Petitioners, Lee I. Lane and Jerry & Patricia Doidge have filed a petition to the Planning Department to vacate a public way. The petitioners are requesting the public Way (alley) between Erie St. and Chestnut St. be vacated. This is within Block 42 of the Original Survey to the Town (now City) of Valparaiso that is bound by Napoleon St. to the east and Academy St. to the west. The alley is 16.5 feet in width at Chestnut St. and Erie St. with a depth of 63.38 feet. The owners at 256 Erie St.; Jerry & Patricia Doidge are requesting the west half of the alley and the owners of 254 Erie St. are requesting the east half of the alley. Lee I. Lane is the petitioner who is purchasing the parcel from the Litke Trust. A vacation of a public way is to follow the procedures within State Code 36-7-3-12. An owner wanting to vacate an alley may file an application with the Council (by UDO it is with the Planning Office). Notice of the petition must be filed prescribed in IC 5-3-1. The City Council shall hold a public hearing within 30 days of the petition being filed, said petition was filed on July 3, 2025. Notice was submitted to the newspaper setting a hearing for the City Council at their July 28th meeting. The notice also announced a public hearing at the July 22nd Plan Commission meeting. The UDO in Section 15.806 C. Vacation of Public Right-of-Way takes the petition through additional steps. The Plan Commission shall give notice (completed) and hold a public hearing on the petition. The Plan Commission shall give a recommendation to the Board of Public Works on approval or denial of the vacation petition. The Plan Commission shall only hold one meeting on this case. The recommendation will be sent to Board of Public Works to review and give a final recommendation to the City Council. The schedule is as follows:

- Plan Commission – public hearing and recommendation to Board of Works – July 22nd. The Plan Commission gave a favorable recommendation with a 7-0 vote.
- Board of Works – review Plan Commission recommendation, final recommendation to City Council – July 25th.
- City Council – hold public hearing on petition to vacate alley – July 28th
- City Council – approve or deny ordinance vacating alley – August 11th.

**MOTION:** Mayor Costas moved to approve the Alley Vacation – 256 and 254 Erie Street and send a favorable recommendation to the City Council. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Plan Commission and BZA Attorney Agreement - Mark Worthley – Worthley Law**

Attorney Mark Worthley has submitted a Special Counsel Services Engagement Agreement for extending his engagement with the city as BZA Attorney. Mark currently serves as the Plan Commission attorney. Staff approached Mark to request his services as BZA attorney upon the departure of Patrick Lyp. The agreement is for a flat monthly fee of \$1,400 per month to serve as the attorney for Plan Commission and BZA. For matters that are not covered under the flat monthly fee such as court representation, drafting ordinances or training session of members (as examples), shall be covered under an hourly rate of \$200.00.

**MOTION:** Mayor Costas moved to approve the Plan Commission and BZA Attorney Agreement with Mark Worthley of Worthley Law as presented. Seconded by Bill Oeding and so approved with a 3-0 vote.

### **Property Maintenance Code/Rental Housing Code Violation Matters**

Vicki Thrasher, Building and Code Enforcement Director, advised that half of the properties on the list are making progress and the remaining half she will begin fining as of today. She requested all cases be continued until the September 26, 2025 meeting.

- 808 Napoleon
- 303 Indiana
- 1106 Institute
- 103 Morgan
- 505 Academy
- 4102 Campbell
- 416 Center Street
- 703 Lytle Street
- 411 Franklin Street
- 1700 Pointe Drive

**MOTION:** Mayor Costas moved that cases against properties as presented by Vicki Thrasher, be continued to the September 26, 2025 meeting. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Street Closures**

- BridgePoint Church Celebration August 8, 2025
- Central Neighborhood Block Party – August 16, 2025
- Popcorn Fest Pit Stop – September 5, 2025
- Popcorn Fest Street Closures – September 6, 2025
- Popcorn Fest Parade Street Closures – September 6, 2025

These have been reviewed and approved by all impacted departments. BridgePoint has asked for the entire parking lots behind the church for the entire day on Friday, August 8<sup>th</sup>. They have been approved for six parking spaces only. The City cannot allow the number of spaces requested during a weekday during business hours.

**MOTION:** Mayor Costas moved to approve the requests for street closure. Seconded by Bill Oeding and so approved with a 3-0 vote.

### **Public Assembly Request**

This request is made by Deb McLeod. The NWI Activists/NWI NOW group is assembling in support of 50501 rally protest. They are requesting to organize on the southwest and southeast corner of Courthouse Square on August 2, 2025 from 4:45pm – 7:15pm. They are expecting 150 to attend. This has been confirmed with Valparaiso Police Department. The Group will not go into the street; will not block pedestrian traffic; and will not create any unsafe conditions. Any signs, banners, or displays must be carried and not placed on sidewalk or against traffic light pole. Given the close proximity of the public assembly to a busy intersection, no microphones/ other amplifying devices are allowed. Groups will not encourage cars to honk their horns and will abide by the quiet zone policy. If number of participants changes to more than expected, Applicant will notify VPD. The County has approved this request.

**Motion:** Mayor Costas moved to approve the request for Public Assembly on August 2, 2025. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Street Lights – Into St. Mary's Campus at 500 N**

St. Mary's is requesting approval to put streetlights at 500 N and Memorial Drive. There are two NIPSCO poles sitting there. Bill Oeding recommended that both have street lights put on them.

**MOTION:** Mayor Costas moved to approve the request for streetlights at 500 N and memorial Drive at St. Mary's Campus. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Power Washing Building – 101 Lincolnway**

Rick Turner, owner of the Chase Bank building, is requesting to block the sidewalks on Franklin and Lincolnway to allow power washing of the building.

**Motion:** Mayor Costas moved to approve the blocking of Franklin and Lincolnway to power wash the building at 101 Lincolnway. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Request for Street Closure – VU Crosswalk Painting**

Valpo University staff are requesting approximately two hours of closure of the following streets:

LaPorte Avenue    Union Street    University Park Drive

To paint decorative crosswalks. City staff have coordinated with VU staff regarding these crosswalks in previous years and recommend approval of this street closure request.

**Motion:** Mayor Costas moved to approve the request for street closure at three VU crosswalks for painting. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **Request to Advertise to Bid – Silhavy Sidewalk from Vale Park Roundabout to Audubon Estates**

The Engineering team is requesting permission to advertise a sidewalk improvement project for bids. The team has coordinated closely with adjacent homeowners regarding easements on this design. They anticipate going out to bid in August with construction occurring this fall.

**Motion:** Mayor Costas moved to approve the request for advertising for bids for the Silhavy Sidewalk project from Vale Park Roundabout to Audubon Estates. Seconded by Katrina Spence and so approved with a 3-0 vote.

### **PUBLIC COMMENTS**

TO HEAR CITIZENS' FULL COMMENTS, PLEASE REFER TO THE WATCH CITY MEETINGS SECTION OF THE CITY OF VALPARAISO'S WEBSITE ([WWW.CI.VALPARAISO.IN.US](http://WWW.CI.VALPARAISO.IN.US))

No Public Comments.

There was no further business, and the meeting adjourned.