

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

FINANCE AND PERSONNEL COMMITTEE

**August 14, 2013
NIRPC Offices
Portage, Indiana**

Members Present

Blair Milo
David Shafer
Brian Snedecor
Jim Polarek

Staff and Others Present

Ty Warner
Angie Hayes
Mark Massel
John Sheppard

Members Absent

Christine Cid
Keith Soderquist
David Uran
Diane Noll
Jeff Dekker
Edward Morales

Commission Members Present

Thomas McDermott, Jr.
Geof Benson
Nancy Adams

Call to Order

The meeting was called to order at 1:35 p.m. by Blair Milo.

Building RFP Discussion

The response from the City of Portage was discussed with the main topic being the internet. John Sheppard attended the meeting on behalf of the Mayor of Portage and assured the Committee that the high speed internet would be brought to the building.

A motion was made by David Shafer and seconded by Jim Polarek, for NIRPC to stay at the Portage location.

The following amendments were made and approved to the motion:

Amendment 1 made by David Shafer and seconded by Jim Polarek: April 1, 2014 completion deadline for internet upgrade or a 10% monthly rent reduction will be enforced until the upgrade is complete.

Amendment 2 made by Jim Polarek and seconded by David Shafer: the build-out will be completed in timely manner.

Amendment 2A made by Brian Snedecor and seconded by Jim Polarek: the build-out includes making the building ADA compliant.

Amendment 3 made by Brian Snedecor and seconded by David Shafer: actual rent costs would be based on actual space need/usage, based on quoted rent per square foot price.

Amendment 4 made by Brian Snedecor and seconded by David Shafer: the term of the lease either five or ten years to be determined after space need/build-out determination has been approved.

The motion made by David Shafer and seconded by Jim Polarek, for NIRPC to stay at the Portage location was approved as amended.

Other Business

There was no other business to report.

Adjournment

There being no further business, the meeting adjourned at 3:10 p.m.