

CITY OF ELKHART
BOARD OF PUBLIC WORKS MEETING
AGENDA

Common Council Chambers

9:00 A.M., Tuesday, June 15, 2021

<https://coei.webex.com/coei/j.php?MTID=m70b4d18f448a282a251f85c56ed17240>

Join by phone: 1-415-655-0001

Meeting Number (access code): 172 336 2202 Meeting password: BOW21

I. Roll Call

II. Approve Agenda

III. Open Bids

- #21-25 Franklin Street Resurfacing Project
- #21-26 County Road 17 Resurfacing
- #21-27 Demolition of 526 West Washington

IV. Claims

V. Minutes: Regular Meeting June 1, 2021.

VI. Engineering

a.) Administration

- Approval of Amendment to the Consent Decree
- Elkhart Civic Plaza Parking Garage Lighting Improvements PSA American Structurepoint, Inc.
- Change Order Request #1: River District Zone 1 Earthwork & Utilities Project- Bid #20-38

b.) Right-of-Way

- MOU with MACOG Traffic Data Collection Agreement

c.) Summary

- Revocable Permits
- Release of Bond
- Driveway Permits
- Sewer Assessment Applications
- Water Assessment Applications

VII. Utilities

a.) Administration

- Water Utility MRO for May 2021

VIII. New Business

- Baker Tilly- American Rescue Plan
- Baker Tilly- 2022 Budget
- Tyler Technologies- Incode Software
- Qumulus Solutions Contract

- River District Northwest Addition- ROW Dedication
- United States Auto Club Economic Development Partnership Grant

IX. Use & Event Permits


- Town Green Social- Wednesdays June 23-September 8 Adjacent to Martin's Supermarket 575 E Jackson Public Assembly, Special Exception from Noise Ordinance, Plaza Sign
- DAV Fireworks Celebration 7/10- Special Exception from Noise
- Manor Avenue Block Party 8/21- Temporary Street Closure, Public Assembly, Special Exception from Noise
- St. Vincent de Paul Annual Bike Ride 8/14- ESS, Parade & Public Assembly
- Prairie Street Mennonite Church 150th Celebrations 6/26, 7/31, 8/28- Special Exception to Noise Ordinance, Temporary Street Closure
- Sheppard Graduation 6/19- Temporary Street Closure, Special Exception from Noise
- Johnson Birthday Party 6/26- Temporary Street Closure, Special Exception from Noise
- Junk in the Trunk 8/29- Temporary Street Closure, Public Assembly, Plaza Sign
- Independence Day Celebration 7/2 – Civic Plaza and Central Green, Public Assembly, Special Exception from Noise Ordinance, Fencing, ESS, EPD, EFD, Golf Cars, Temporary Street Closures, Plaza Sign
- Grand Prix 8/13-8/14- Downtown Area Temporary Street Closures, Special Exception from Noise, Public Assembly, EPD, EMS, ESS, Fencing, Bleachers, Golf Carts, Stage, Plaza Sign
- Stage Fright 7/3- Special Exception from Noise

X. Public Participation

XI. Adjournment

Board of Public Works
CLAIM AND ALLOWANCE DOCKET

I HEREBY CERTIFY THAT EACH OF THE ABOVE LISTED VOUCHERS AND INVOICES OR BILLS ATTACHED THERETO ARE TRUE AND CORRECT AND I HAVE AUDITED SAME IN ACCORDANCE WITH IC 5-11-10-1.6. I ALSO HEREBY CERTIFY THAT THESE VOUCHERS AND INVOICES REPRESENT GOODS AND/OR SERVICES THAT ARE FOR THE BENEFIT OF THE CITY OF ELKHART AND THAT APPROPRIATIONS FOR THESE EXPENDITURES HAVE BEEN DULY MADE OR OTHERWISE AUTHORIZED BY THE CITY COUNCIL AND OTHER APPROPRIATE AUTHORITY.

June 9th, 2021 
JAMIE ARCE - CITY CONTROLLER

IN RELIANCE ON THE ABOVE CERTIFICATION, CLAIMS IN THE TOTAL AMOUNT OF **\$3,377,226.42**, AS LISTED ON THE REGISTER ATTACHED HERETO **CONSISTING OF 121 PAGES**, ARE HEREBY APPROVED EXCLUDING ANY CLAIMS WITHHELD AS SHOWN ON THE SEPARATE SUMMARY OF PENDING CLAIMS.

EXECUTED THIS 15TH DAY OF JUNE 2021 BY:

PRESIDENT _____
MICHAEL C. MACHLAN

VICE PRESIDENT _____
CHAD CRABTREE

MEMBER _____
JAMIE ARCE

MEMBER _____
RON DAVIS

MEMBER _____
ROSE RIVERA

ORIGINAL COPY MUST BE RETAINED IN THE CONTROLLER'S OFFICE

Board of Public Works

Accounts Payable Summary
June 15, 2021

Individual Claims Over \$25,000 each:

Fund	Vendor	Description	Amount
444	BORDEN WASTE-AWAY	JUNE TRASH SERVICE	184,158.09
460	NORTHERN INDIANA CONSTRUCTION	JACKSON ST BRIDGE RENO	309,406.21
606	SELGE CONSTRUCTION	DIVISION ST MANHOLE INSTALLATION	37,010.58
101	YODER OIL COMPANY	POLICE FUEL MAY 2021	30,755.63
429	NIBLOCK EXCAVATING	DRAINAGE IMPROVEMENT	54,721.00
603	NIBLOCK EXCAVATING	WATER MAIN REPLACEMENT	214,514.80
608	REXA INC	COS 31 VALVE	33,698.00
Total Claims over \$25,000			864,264.31
Regular Claims under \$25,000:			519,834.42
Total Regular Departmental Claims:			1,384,098.73

Pre-Approved Claims Over \$25,000 each: (a)

526	RELIANCE STANDARD LIFE	LIFE INS PREMIUMS APRIL 2021	27,805.08
526	RELIANCE STANDARD LIFE	LIFE INS PREMIUMS MARCH 2021	27,663.94
704	INDIANA PUBLIC RETIREMENT	INPRS-CIVIL	110,305.78
704	INDIANA PUBLIC RETIREMENT	INPRS-POLCE	88,601.91
Total Pre-Approved over \$25,000:			254,376.71
Regular Claims under \$25,000:			147,707.50
Total Pre-Approved Claims:			402,084.21

Payroll and Pension Payments:

**Fire & Police Pension
Bi-weekly Payroll**

5.28.2021	1,591,043.48
Total Payroll:	1,591,043.48

Total All Claims, Internal Payments, and Payroll: \$ 3,377,226.42

(a) Claims with rigid payment deadlines. As provided for in the Elkhart Municipal Code §33.415, certain payments may be made prior to review and approval by the Board of Public Works. Typically such payments include utility bills, credit card bills, central services, association dues, employer-paid benefits, training, and employee reimbursements. Unusual items in excess of \$25,000 are noted in detail.

(b) Movement of monies between funds via check issuance and re-deposit. Done primarily for transfer of employer share of health insurance premiums and basic term life insurance premiums (100% employer paid) from various budgeted funds into the Group Insurance Fund (526) where it is combined with the employee share of health insurance premiums to be paid to the provider.

BOARD OF PUBLIC WORKS
Tuesday, June 1, 2021

Vice-President Chad Crabtree called a regular meeting of the Board of Public Works to order at 9:05 a.m., Tuesday, June 1, 2021. The Clerk of the Board Nancy Wilson called the roll. Rose Rivera, Jamie Arce, Chad Crabtree and Ron Davis attended in person. Mike Machlan was absent.

1. Approve Agenda

A motion was made by Jamie Arce and seconded by Ron Davis to approve the agenda. On motion by Jamie Arce, seconded by Ron Davis and carried 4-0, the agenda was amended by adding two events permits, River Oaks Church June 13 and Community event at Roosevelt Center June 13. The amended agenda carried 4-0.

2. Claims

On motion by Jamie Arce, seconded by Ron Davis and carried 4-0, the Board approved the Claim and Allowance Docket in the amount of \$3,184,849.50 consisting of 109 pages as prepared on May 27, 2021 at 11:36 a.m.

3. Minutes Regular Meeting May 4, (tabled), & Regular Meeting May 18, 2021

On motion by Ron Davis, seconded by Rose Rivera and carried 4-0, the Board took the Minutes of May 4, 2021 off the table for consideration. On motion by Rose Rivera, seconded by Jamie Arce and carried 4-0, the minutes from May 4 and May 18, 2021 were adopted.

4. Engineering

(A.) Administration

PSA DLZ Office Space Evaluation

On motion by Rose Rivera, seconded by Ron Davis and carried 4-0, the Board approved the PSA with DLZ Indiana LLC for City Office Space Evaluation not to exceed \$24,000.00.

(B.) Right-of-Way

Handicap Parking Space Request 1308 Hubbard Avenue

A motion was made by Ron Davis and seconded by Jamie Arce to approve a handicap parking space at 1308 W. Hubbard Ave. Ryan Clussman, PE explained the request to the Board. They went to the site and took measurements noting there was no existing access from the road to the residence, so we would have to require a curb cut. In addition, there is not sufficient roadway to allow for a designated parking space. We require 23' and the road is 22'. Since there is no ADA path from the road to the residence, we are not in favor of this request. Jamie asked Ryan if 23' was a City policy, and he said yes, that is the standard for one parking space, and we need 31' for spaces on both sides of the street. Chad asked Ryan to speak about ADA compliance. Ryan said in order to comply with ADA rules, we need to have an accessible path. From the moment the citizen leaves the car, they need a path up to the sidewalk at the end of the right-of-way, and as the picture shows, there is no path or landing, and there is no way to create one. Chad said if this was approved we would be in violation of Federal compliance.

Robby Ritchie and his father James Ritchie came forward to speak. James is the owner and he has been there 40 years. Robby said they just built a house across the street and they are having parking issues. James needs access to his ramp. He is almost 80 years old. They had a car pull up and double park them. They applied last year and they were denied. About a month ago, on Lafayette Street next to the

BOARD OF PUBLIC WORKS

Tuesday, June 01, 2021

food pantry on Oakland Street in the middle of the block there's a new handicap spot. The City put an angled ramp there up to the sidewalk, and because they have 28 feet they got it. They built the house across the street, and when he talked to the inspector, they built the house 7" from the property line. The inspector said he's not going to make an issue out of that. We only need 6" on their side and 6" on our side to make the foot we need. He said he would be ashamed. He would want to try to help instead of denying this. He said he was told if they paid for this out of pocket for the street up to the sidewalk he could probably get it passed. Why is that? They both live on a fixed income. All they want is a blue line just like the one on Lafayette Street. Chad asked if he spoke to the neighbors, and he said no one moved in yet. Robby said they are building two more houses that will park there. He said they were cited for parking in the yard when they tried to accommodate the people with the big trucks building the house. He contacted the Mayor and didn't hear back and he will contact the news station. Chad asked Ryan to elaborate on the out of pocket to put in a path comment. Ryan responded there would be a lot of work necessary to get this site ready to create an accessible path. There are no more ADA funds available this year, so that would be an out of pocket expense for them. Chad said his concern is violating Federal Standards and Federal Law. Ryan explained also that the landing on Oakland/Lafayette was already there, there was an accessible path, and a wide enough street. Ronnie Davis asked if there was any way to accommodate and help the seniors? Ryan said as it is right now, there is no accessible path. The owner James said something needs to be waived. There is an accessible path, we use it every day. Jamie Arce explained the ADA Standards are different. Chad closed discussion and called for the vote. The motion failed 0-4 and the request was denied.

Traffic Signal Analysis Indiana Ave. & Oakland Ave.

On motion by Ron Davis, seconded by Rose Rivera and carried 4-0, the Board approved the use of a flashing red traffic signal at the intersection of Indiana Avenue and Oakland Avenue.

Award Quote #21-03 ECVB Driveway Project

On motion by Jamie Arce, seconded by Ron Davis and carried 4-0, the Board awarded Quote #21-03 Elkhart County Visitor Center Driveway project to Premium Concrete Services, who was the lowest, responsive, and responsible bidder with a contract price of \$24,890.00.

(C.) Utility

Request Bid #21-13 Wastewater Treatment Plant Capacity Upgrades Phase II

On motion by Ron Davis, seconded by Rose Rivera and carried 4-0, the Board approved plans and specifications and granted permission to advertise Bid #21-13 Wastewater Treatment Plant Capacity Upgrades Phase II.

Request Quote #21-07 1712 Prairie Street Alley Sewer Repairs

On motion by Jamie Arce, seconded by Ron Davis and carried 4-0, the Board granted permission to quote the 1712 Prairie Street Alley Sewer Repairs Project Quote #21-07.

Request Quote #21-08 Woodward Ave. and Safford Blvd. Sewer Repairs

On motion by Ron Davis, seconded by Jamie Arce and carried 4-0, the Board granted permission to quote the Woodward Ave. & Safford Blvd. Sewer Repairs

BOARD OF PUBLIC WORKS
Tuesday, June 01, 2021

Project Quote #21-08.

Request Quote #21-09 605 Mason Street Sewer Repairs Project

On motion by Jamie Arce, seconded by Ron Davis and carried 4-0, the Board granted permission to quote the 605 Mason Street Sewer Repairs Project Quote #21-09.

5. Utilities

(A.) Administration

Wastewater Treatment Plant MRO for April 2021

On motion by Jamie Arce, seconded by Rose Rivera and carried 4-0, the Board accepted and placed on file the Wastewater Treatment Plant MRO for April 2021.

Change Order #1 & #2 Bid #21-04 Network Building & Pretreatment Office Renovation

On motion by Jamie Arce, seconded by Rose Rivera and carried 4-0, the Board approved Change order #1 to Brown & Brown for \$4,282.00 and Change Order #2 for \$591.00 bringing the current Contract price to \$134,773.00.

6. New Business

Sewage Works Refunding Bond 2021 Letter of Engagement

On motion by Rose Rivera, seconded by Ron Davis and carried 4-0, the Board accepted and agreed to the terms of engagement and authorized the Board Vice-President to execute the acceptance of the Letter of Engagement with Barnes & Thornburg for the Sewage Works Refunding Revenue Bonds of 2021.

Board of Works Resolution 21-R-11

On motion by Rose Rivera, seconded by Ron Davis and carried 4-0, the Board approved Board of Works Resolution 21-R-11, a Resolution establishing the policy by which members of the Board of Public Works may participate by electronic means of communication.

Board of Works Resolution 21-R-12 Title 412 N. Third Street

On motion by Jamie Arce, seconded by Rose Rivera and carried 4-0, the Board approved Board of Works Resolution 21-R-12, a Resolution of the Board of Works approving taking title of a FEMA flood damaged property known as 412 N. Third Street, Elkhart, Indiana.

7. Use & Event Permits

On motion by Ron Davis, seconded by Rose Rivera and carried 4-0, the Board approved event permits for the River Oaks Church Event on Central Green Stage on June 13, and the Community Event at Roosevelt Park on June 13, 2021.

8. Adjournment

On motion by Jamie Arce, seconded by Ron Davis and carried 4-0, the Board of Works adjourned at 9:47 a.m.

Chad Crabtree, Vice-President

Attest: _____ Nancy Wilson, Clerk of the Board.



M E M O R A N D U M

DATE: June 8, 2021
TO: Board of Public Works
FROM: Tory Irwin, City Engineer *TI*
RE: **Approval of Amendment to the Consent Decree**

As part of the Wastewater Treatment Plant (WWTP) Phase II project, negotiations were entered into with the Indiana Department of Environmental Management (IDEM), Environmental Protection Agency (EPA) and Department of Justice (DOJ) to modify the project details for the WWTP. We proposed installing cloth media disk filters (CMDF) instead of increasing the secondary treatment capacity of the plant to 60 million gallons per day.

This change was going to still meet our effluent limits while saving \$2-3 million. During negotiations with the EPA/DOJ it became clear that saving money was not going to be an option. The utility added projects at the WWTP to replace all projected net savings, and this will ultimately cost slightly more money. The major highlights to this modified consent decree include:

- Total Estimated Cost of Phase I + II of WWTP projects - \$31,631,000, versus pre-amendment estimated cost of \$30,045,000.
- Removed PE Pumping and step feed improvements
- Added Cloth Media Disk Filters, Aeration process improvements, RAS System replacement and pump capacity improvements, primary clarification improvements
- Gained 1 year to complete the WWTP – new deadline Nov 15, 2024

The negotiations with the EPA/DOJ and IDEM took almost 3 years to complete. All changes related to the WWTP improvements.

It is requested the Board of Public Works:

approve the 2021 Amendment of the Consent Decree, in *United States, et al., v. City of Elkhart, Indiana* No. 2:11CV328.



M E M O R A N D U M

DATE: June 8, 2021
TO: Board of Public Works
FROM: Tory Irwin, City Engineer *TI*
RE: **Elkhart Civic Plaza Parking Garage Lighting Improvements PSA -
Structrepoint**

The Department of Public Works requests approval of the attached Professional Services Agreement (PSA) for the Elkhart Civic Plaza Parking Garage Lighting Improvements project.

The City of Elkhart looks to install new lighting underneath the parking area to improve visibility and safety.

This agreement has been sent to legal for review and approval. Funding for this study will come from a rededication of remaining Redevelopment Commission money.

It is requested the Board of Public Works:

approve the Professional Service Agreement between the City and American Structurepoint, Inc. for the Elkhart Civil Plaza Parking Garage Improvements project, in an amount not to exceed \$34,500.00.



M E M O R A N D U M

DATE: June 8, 2021

TO: Board of Public Works

FROM: Tory Irwin, City Engineer *TI*

RE: **Change Order Request #1: River District Zone 1 Earthwork and Utilities project – Bid #20-38**

Attached is change order request #1 for the River District Zone #1 project. This change order is for additional light base costs by Niblock Excavating & Asphalt.

Additional work was needed for the light bases due to the soil conditions at a cost of \$4,201.63.

This change order request is for an increase of \$4,201.63 to the current contract price of \$1,395,896.15. Approval of change order #1 would increase the current contract price to \$1,400,097.78 resulting in a 0.3% increase from the original contract price of \$1,395,896.15.

It is requested the Board of Public Works:

approve Change Order #1 for the River District Zone 1 Earthwork and Utilities project, Bid #20-38, for an increase of \$4,201.63, bringing the current Contract price to \$1,400,097.78.



M E M O R A N D U M

DATE: June 7, 2021
TO: Elkhart City Council
FROM: Ryan Clussman, Right-of-Way Engineer
RE: *Memorandum of Understanding with MACOG*
~~Appropriation for Visitor's Bureau Driveway and Plaza Ct. drainage~~

The Memorandum of Understanding (MOU) is between Elkhart City and Michiana Area Council of Governments (MACOG) to perform traffic counts within the city limits. This MOU is an annual agreement between the City and MACOG in order for the City to receive accurate traffic data for its infrastructure.

The annual cost for the traffic count data is \$5,000. This has always been paid from the traffic departments budget. There are sufficient funds available for this MOU.

It is recommended the Board of Public Works:

Approve the Memorandum of Understanding with MACOG for traffic data collection at a cost of \$5,000.00.

Received

MAY 27 2021

ELKHART PUBLIC
WORKS & UTILITIES



May 17, 2021

City of Elkhart Engineering Dept.
Attn: Tory Irwin
1201 S. Nappanee St.
Elkhart, IN 46516

Re: Traffic Count Data Collection Agreement

Dear Tory,

Please find the Memorandum of Understanding for FY 2022 between the Michiana Area Council of Governments and the City of Elkhart for traffic count data to be collected by MACOG for the location sites listed on the attached sheet. Please sign and date the MOU and return a copy for our records. An invoice for \$5,000 is included. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Debbie Gardner". The signature is written in a cursive, flowing style.

Debbie Gardner
Fiscal Accounting Manager
Michiana Area Council of Governments

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is made and entered into by and between the City of Elkhart Engineering Department and the Michiana Area Council of Governments, hereinafter referred to as "MACOG".

WITNESSETH:

WHEREAS, City of Elkhart Engineering Department, has previously maintained an annual traffic counting program for the purposes of planning and project development and seeks to cooperate with the MACOG to obtain the data using MACOG staff; and,

WHEREAS, MACOG currently maintains an annual traffic counting program for the purpose of developing Vehicle Miles of Travel (VMT), Annual Average Daily Traffic (AADT), project selection, planning and other traffic related statistics; and,

WHEREAS, MACOG also maintains a four county, state traffic counting program, completes the HPMS counts for the state and collects other traffic counts in the region; and,

WHEREAS, MACOG has professional staff that collects and maintains traffic count database program throughout the region; and,

WHEREAS, MACOG, working in partnership with its member cities, towns and counties, is the data repository for the region's reporting and traffic statistics; and as traffic count data is a major factor in the selection of projects for federal, state and local road projects, it mutually benefits both parties that the traffic count program be consistently completed on a three year count cycle.

IT IS THEREFORE AGREED by and between City of Elkhart Engineering Department and MACOG as follows:

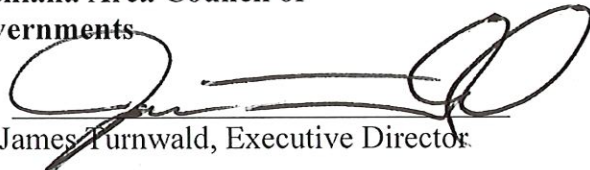
1. MACOG will collect traffic count data for the City of Elkhart Engineering Department at those sites within the city as listed on attachment A of this MOU and herein agreed to by both parties.
2. This MOU is renewable each year upon the signing of a similar agreement to provide traffic counting services,
3. MACOG, in partnership with City of Elkhart Engineering Department will develop a mutually agreeable schedule of counting activities in such manner that all agreed sites will be counted in their entirety within a three (3) year cycle, (contingent upon this program being continued for a full three years).
4. Data to be collected shall be classification counts based on the thirteen (13) vehicle types as defined within the Federal Highway Administration's "Traffic Monitoring Guide". The counts shall be hourly, per direction, for a

minimum of forty-eight (48) hours.

5. Data collected will be posted to the macoggis.com website.
6. MACOG further agrees to complete up to two (2) 12hr turning movement counts. MACOG will annually provide the Transportation Technical Advisory Council with a list of congested roads, however City of Elkhart Engineering Department is responsible for identifying the intersections to be studied in writing to the MACOG Director.
7. Under this MOU, the City of Elkhart Engineering Department agrees to provide the MACOG **\$5,000**, which may be used by the MACOG as local technical assistance and planning, matching funds. These funds will be paid to the MACOG within 30 days of the effective date (July 1, 2021) of this agreement.
8. This memorandum of understanding may be declared null and void if:
 - A. Either party fails to abide by the intent of this Memorandum of Understanding or;
 - B. Both parties mutually agree to end this data partnering.
9. The effective dates for this Memorandum of Understanding will be July 1, 2021 through June 30, 2022 with provision for annual renewal.

IN WITNESS WHEREOF, City of Elkhart Engineering Department and MACOG, through the undersigned officials, have hereunto affixed their signatures.

Michiana Area Council of Governments

By: 
James Turnwald, Executive Director

Date: May 17, 2021

City of Elkhart Engineering Department

By: 

Date: 6/8/21



INVOICE

NUMBER: 3438
DATE: 5/17/21

TO:
 City of Elkhart Engineering Department
 Attn: Tory Irwin
 1201 S. Nappanee St.
 Elkhart, IN 46516

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Traffic count data collection for the period July 1, 2021 through June 30, 2022 per MOU dated May 17, 2021. Funds to be used as local technical assistance and planning matching funds.		\$5,000.00
TOTAL DUE			\$5,000.00

Make all checks payable to:
 Michiana Area Council of Governments
 227 W. Jefferson Blvd.
 1120 County-City Building
 South Bend, IN 46601

THANK YOU!

B.O.W. SUMMARY

June 15, 2021

Revocable Permits:

#6475, Property Owner: GWT 4 Hopebridge LLC
Property: 505 S. Third St.
Permit Holder: Watson & Associates
Blocking one lane of traffic

#6476, Property Owner: Dennis Greinner
Property: 230 W. Sycamore St.
Permit Holder: Servpro of South Bend
Dumpster placed in the street in front of the house

#6477, Property Owner: Elite Group Trust Realty LLC
Property: 1035 W. Garfield Ave.
Permit Holder: David Hoffman
Blocking one lane of traffic

#6478, Property Owner: RETA, Inc.
Property: 116 W. Jackson Blvd.
Permit Holder: DJ Construction
Closing the alley

#6479, Property Owner: Chris Parish
Property: 1018 W. Wolf
Permit Holder: David Hoffman
Temporarily blocking the alley

#6480, Property Owner: Tiburcio Acevedo
Property: 513 Oakland Ave.
Permit Holder: Tiburcio Acevedo
Temporarily blocking one lane of traffic

#6481, Property Owner: Lexington Business Center
Property: 530 E. Lexington Ave.
Permit Holder: 530 Wine Bar, LLC
Using three parking spaces to create a parklete

#6482, Property Owner: 500 Main LLC
Property: 500 S. Main St.
Permit Holder: 500 Main LLC
Temporarily blocking the northbound lane of traffic

Release of Bond:

#4987, Owner: Antonio Lopez
Property: 1409 Columbian Ave.

#4990, Owner: Danny Brown
Property: 1647 Cone St.

#4998, Owner: Jose Pineda
Property: 2623 Stevens Ave.

#4999, Contractor: Straight Talk Construction
Property: 2408 Timberstone Dr. East

#5000, Contractor: Straight Talk Construction
Property: 2404 Timberstone Dr. East

#5004: Contractor: Mares Construction
Property: 200 Witmer Ave.

#5006, Owner: Ignacio Orta
Property: 2000 Morton Ave.

Driveway Permit:

#4987, Owner: Antonio Lopez
1409 Columbian Ave.
Contractor: Owner
\$600.00 bond by owner

#4990, Owner: Danny Brown
1647 Cone St.
Contractor: Rich Alexander
\$600.00 bond by owner

#4998, Owner: Jose Pineda
2623 Stevens Ave.
Contractor: Owner
\$600.00 bond by owner

#4999, Owner: Straight Talk Construction
2408 Timberstone Dr. East
Contractor: Straight Talk Construction
\$600.00 bond by contractor

#5000, Straight Talk Construction
2404 Timberstone Dr. East
Contractor: Straight Talk Construction
\$600.00 bond by contractor

#5004, Owner: Brad McIntire
200 Witmer Ave.
Contractor: Mares Construction
\$600.00 bond by contractor

#5006. Owner: Ignacio Orta
2000 Morton Ave.
Contractor: Owner
\$400.00 bond by owner

Sewer Assessment Application:

Michael Litty
3639 E. Jackson Blvd.
Elkhart, IN 46516
Property: 3639 E. Jackson Blvd.
Paid in full, \$7,500.00

Streams Edge Properties
6450 Poe Ave. Suite 311
Dayton, OH 45414
Property: 2500 Aeroplex Dr.
Paid in full, \$114,160.00

Mary Rhoades
1511 N. Bay Dr.
Elkhart, IN 46514
Property: 1511 N. Bay Dr.
Paid 20% down, \$1,331.00

Water Assessment Application:

ASR-KYIN, LLC
0630 E. 125 N.
Lagrange, IN 46761
Property: 2857 Oakland Ave.
Paid in full, \$2,139.00

Streams Edge Properties
6450 Poe Ave. Suite 311
Dayton, OH 45414
Property: 2500 Aeroplex Dr.
Paid in full, \$32,300.00

Dustin Clairday
56398 Primrose Circle
Elkhart, IN 46516
Property: 56398 Primrose Circle
Paid in full, \$1,359.30

MB Construction
2809 Ferndale Rd.
Elkhart, IN 46517
Property: 30621 Cynthia Dr.
Paid in full, \$690.00

Rod Roberson
Mayor

Laura Kolo
Environmental Resources

Tory Irwin, P.E.
Engineering Services



Public Works &
Utilities Department

Administration, Engineering
& Laboratory
574.293.2572

Utility Billing
574.264.4273

1201 S. Nappanee St.
Elkhart, Indiana 46516

Memo To: City of Elkhart Board of Public Works
From: Laura Kolo, Environmental Resources Manager
Date : June 14th, 2021
Subject: Water Utility Monthly Report of Operation for May 2021

Pumpage Information

Well Field Site Name	Total Monthly Flow (MG)	Average Daily Flow (MG)	Maximum Daily Flow (MG)	Minimum Daily Flow (MG)
North Main St.	169.872	5.480	8.213	2.988
Northwest	85.389	2.754	3.783	1.894
South	44.554	1.437	2.002	0.807
Total	299.815	9.993	Highest Total Pumpage 5/1/21 – 9.441 MG	
April 2020 Total	199.206	6.640	Lowest Total Pumpage 5/10/21 – 5.915 MG	

Finished Water Quality Information (Monthly Averages)

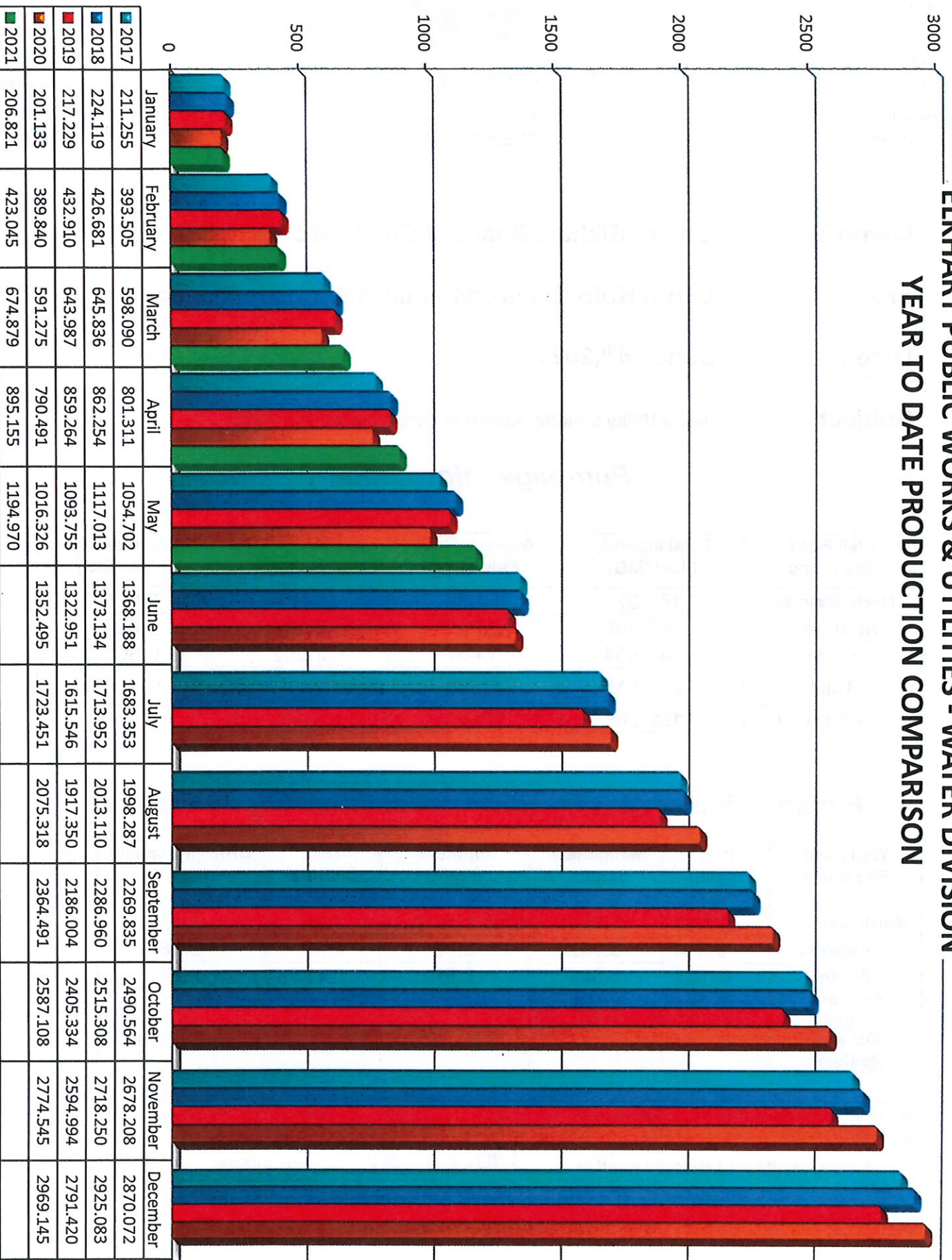
Well Field Site Name	Iron (mg/L)	Manganese (mg/L)	Fluoride (mg/L)	Total Chlorine (mg/L)	Orthophosphate (mg/L)
North Main St.	0.043	0.041	0.94	1.34	0.98
Northwest	0.064	0.042	0.90	1.11	0.88
South	0.053	0.041	0.86	1.41	0.97
Secondary Standard	0.300	0.050			
Desired Residual			0.8 – 1.0	0.9 to 1.5	0.5 – 1.0

" I certify under penalty of law by this signature, that this document was prepared by me or under my direction and the information submitted, is to the best of my knowledge and belief, true, accurate and complete. I am also aware that there are significant penalties for submitting false information."

Report, charts, and MROs approved by Laura Kolo
LK/trb

cert. # 024184

ELKHART PUBLIC WORKS & UTILITIES - WATER DIVISION YEAR TO DATE PRODUCTION COMPARISON



Rod Roberson
Mayor


Jamie Arce
City Controller



City Controller's Office
229 S. Second St.
Elkhart, IN 46516

574.294.5471
Fax: 574.294.8491

Memo

To: Members of Board of Works
From: Jamie Arce, City Controller 
Date: June 9, 2021
Regarding: Baker Tilly – American Rescue Plan (ARP) Support

The Controller's office would like to engage Baker Tilly to provide necessary administrative and technical expertise in program support along with other elements of the American Rescue Plan, including other potential state and/or federal funding opportunities.

Given the breadth of opportunities that the ARP provides to the City along with other potential competitive opportunities, we feel it is necessary to have the flexibility to leverage the size and expertise of Baker Tilly when necessary.

Our Legal department has reviewed the agreement for legality and form. Payment for these services can be from existing budgeted funds but may be included as part of the City's broader ARP funding requests. Given the nature of the engagement we are comfortable with a not to exceed amount not being included.

It is requested that the you approve the agreement with Baker Tilly for assistance with support and implementation of the American Rescue Plan.

Rod Roberson
Mayor

Jamie Arce
City Controller



City Controller's Office
229 S. Second St.
Elkhart, IN 46516

574.294.5471
Fax: 574.294.8491

Memo

To: Members of Board of Works
From: Jamie Arce, City Controller *Ja*
Date: June 9, 2021
Regarding: Baker Tilly – Budget Support

The Controller's office would like to engage Baker Tilly to provide necessary administrative support and technical expertise in the compilation, review and production of the budget. This partnership for assistance with the budget has worked well for the City in the past and we believe that continuing use Baker Tilly to assist with this process remains beneficial.

Our Legal department has reviewed the agreement for legality and form. This will be funded using funds included in our existing budget. Given the nature of the engagement a not to exceed amount has not been included.

It is requested that the you approve the agreement with Baker Tilly for support with 2022 Civil City Budget.

Rod Roberson
Mayor

Richard Warfield
Department Head



Information Technology
131 Tyler Ave.
Elkhart, IN 46516
574.389.1939

June 7, 2021

Dear Board of Works Members,

I'd like to submit for approval the contract for Tyler Technologies for the hosting of our Incode software. This will allow all maintenance and updates to be performed by Tyler Technologies, which will improve the stability and take away the need for the City of Elkhart to purchase additional hardware to update the software. This is budgeted through the I.T. department and will use the funds that are already allocated for Incode maintenance.

Thank you

Richard Warfield

IT Department Head

City of Elkhart, Indiana

Rod Roberson
Mayor

Richard Warfield
Department Head



Information Technology
131 Tyler Ave.
Elkhart, IN 46516
574.389.1939

June 10, 2021

Dear Board of Works Members,

I'd like to submit for approval the contract for Qumulus Solutions to perform a penetration test for the City of Elkhart. The cost of this test is a one-time fee of \$3750.00 which will be paid for out of an I.T. budget line item. The penetration test will show how protected the City of Elkhart is from Cyber threats. It will also give us the opportunity to address any vulnerabilities that the City of Elkhart may have in regards to the network and server infrastructure.

Thank you

Richard Warfield

IT Department Head


City of Elkhart, Indiana

Rod Roberson
Mayor



Planning & Development
Community Development
Economic Development
Planning Services
229 S. Second St.
Elkhart, IN 46516
574.294.5471
Fax: 574.295.7501

M e m o r a n d u m

To: Board of Public Works
From: Eric Trotter 
Date: June 10, 2021
RE: River District Northwest Addition - Right of Way Dedication

On Monday, June 7, 2021, the Elkhart City Plat Committee approved a three (3) lot minor subdivision which established lots for the future development of townhomes. The three lots established are Lots 3A, 3B and 4A as depicted on the attached plat. There are also easements established at the request of the Engineering Department as well. The plat also seeks to dedicate a small triangle portion of land to the City of Elkhart adjacent to Lot 4A.

The area is located east of the aquatic center at the intersection of Hannah Court and Pacific Street. The easements and area to be dedicated are highlighted in yellow on the attached plat.

Rod Roberson
Mayor



Mayor's Office
229 S. Second St.
Elkhart, IN 46516

574.294.5471 ext. 1041

June 10, 2021

Board of Public Works
City of Elkhart
229 S. Second Street
Elkhart, IN 46516

Dear Board of Works Members,

As part of the City of Elkhart's process to provide support to various not-for-profit organizations that provide a substantial benefit to our city, I am requesting your approval of the United States Auto Club, Inc.'s application for an Economic Development Partnership grant in the amount of \$50,000.00. These funds will be used to underwrite the 2021 Elkhart Grand Prix. The Elkhart Common Council approved EDIT (Economic Development Income Tax) funds for this program in the 2021 budget.

These funds will allow United States Auto Club, Inc. to sustain the high quality of the Elkhart Grand Prix, which brings in thousands of visitors to our city and benefits our restaurants, hotels and merchants.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "RR", is written over the printed name of the Mayor.

Rod Roberson
Mayor