



City of Elkhart
Redevelopment Commission

REGULAR MEETING
ELKHART REDEVELOPMENT COMMISSION
LOCATION: CITY HALL, 2ND. FLOOR, COUNCIL CHAMBERS
Tuesday, May 9, 2023
4:00 p.m.

PRESENT: Alex Holtz, Gerry Roberts, Sandi Schreiber, Wes Steffen, Gary Boyn, Adam Fann, Mike Huber, Mary Kaczka, Jacob Wolgamood, Drew Wynes, Sherry Weber (Recording Secretary), Brad Hunsberger from Lacasa, and Jerry Reed from Jerry Reed Excavating.

PRESENT BY WEBEX: Chris Pottratz, Bradley Tracy, Collin Applewhite, Brandi R., and Leslie Annis

AMENDMENT OF May 9, 2023 AGENDA

Mrs. Schreiber asked for a motion to amend the May 9, 2023 Agenda by adding Item K, Approval of LaBour Pump Deposition Costs and Item L, G&W Expert Witness Report. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote. All in favor, motion approved.

CALL TO ORDER

This meeting was held in-person, telephonically and virtually through WEBEX. Mrs. Schreiber called the meeting to order at 4:00 pm.

APPROVAL OF APRIL 11, 2023 REGULAR MEETING MINUTES

Mrs. Schreiber asked for a motion to approve the April 11, 2023 Regular Meeting Minutes. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote. All in favor, minutes approved.

NEW BUSINESS

A. OPEN OFFERS

Mr. Adam Fann addressed the commission and opened four bids for demolition of 1101 East Beardsley. He received a bid from Cross Excavating and Demolition, Jerry Reed Excavating, Pelley Excavating, and Ritschard Bros. Inc. Excavating and Demolition. Adam will tally the bids and make a recommendation towards the end of the meeting.

B. ANNUAL PRESENTATION ON TAXING UNITS

Mr. Mike Huber addressed the commission and reviewed the 2024 Budget Year for TIF Revenues. We are more than exceeding our TIF revenues and we have no excess TIF revenues for the 2024 budget year. Ms. Schreiber asked for a motion to approve the resolution that the commission determines that all potential captured assessment with respect to the TIF allocation area applicable budget year 2024 shall be captured assessment. There is no excess assessed TIF value that may be allocated to the respective taxing units and overlapping taxing units as well. The order in Common Council will be notified by sending exhibit A via certified mail receipt, requested or hand delivered with written confirmation of receipt. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote. All in favor, motion approved.

C. ENVIROFORENSICS-FORMER G&W INDUSTRIAL VRIP

Mr. Mike Huber addressed the commission and answered their questions. Mrs. Schreiber asked for a motion to approve the hiring and scope of services for the VRIP work by Enviroforensics, LLC and appropriate \$43,058 from Consolidated South Elkhart TIF Area to pay for those services and authorize Ice Miller to enter into such agreements as are necessary with Enviroforensics to do that work. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote. All in favor, motion approved.

D. APPRAISALS ON PARCEL NORTH OF 1701 STERLING

Mr. Mike Huber addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the employment of Iverson Grove and Appraisal Services to provide appraisals on a property at a not to exceed cost of \$2600 and appropriating that sum from the Consolidated South Elkhart TIF area to cover the appraisal cost with officers authorized to execute such contracts as are necessary to employ those persons or entities. Motion moved by Mr. Steffen. Seconded by Mr. Holtz. Voice vote, all in favor, motion approved.

E. GARFIELD PARCEL PROPOSAL

Mr. Adam Fann addressed the commission and answered their questions. Mr. Collin Applewhite called in to give an overview of his project and answer any questions from the commission. Ms. Schreiber asked for a motion authorizing the staff to proceed with negotiating a purchase and development agreement with Mr. Applewhite. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

F. ROUNDHOUSE CLEARANCE OVERAGE

Mr. Adam Fann addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the Change Order from Cross Excavating to install a silt fence at a cost of \$5039.42 and appropriate that sum from Downtown Allocation Area No. 1 Special Fund. Moved by Mr. Roberts. Second by Mr. Steffen. Voice vote, all in favor. Motion approved.

G. STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR ROUNDHOUSE AND 1101 EAST BEARDSLEY

Mr. Adam Fann addressed the commission and answered their questions. Ms. Schreiber asked for a motion to award the contract to Metric Environmental, LLC to perform the services on the Roundhouse property and 1101 East Beardsley in accordance with their proposals and appropriate

\$9720 from the Foundry Settlement Special Fund to cover the costs and authorizing the officers to execute such contracts for services as are necessary with Metric Environmental, LLC. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

H. 209 NORTH SECOND STREET - LACASA

Ms. Mary Kaczka addressed the commission and answered their questions. Mr. Brad Hunsberger addressed the commission explaining his project and answering any questions from the commissioners. Ms. Schreiber asked for a motion to accept the offer and approve the sale of real estate, located at 209 North Second Street, to Lacasa, Inc. for the sum of \$1 approving the terms of the attached agreement and authorizing the officers to execute the agreement, all deeds and other documents necessary to get this to closing. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

Ms. Schreiber asked for a motion approving the funding request for improvements at 209 North Second Street subject to completion of the required environmental review process and HUD release of funds and appropriate \$266,000 from the CDBG 2022 Fund year to be applied to the cost of those improvements pursuant to the terms of the sub recipient agreement to be entered into by the City and Lacasa with any funds not extended to be returned to the appropriate account and authorizing officers to perform all acts necessary and appropriate in furtherance the resolution. Moved by Mr. Steffen. Seconded by Mr. Holtz. Voice vote, all in favor. Motion approved.

I. CDBG FAIR HOUSING CONTRACT-KEMPLE FAIR HOUSING CONSULTING SERVICES, LLC.

Ms. Mary Kaczka addressed the commission and answered their questions. Ms. Schreiber asked for motion to approve the employment of Kemple Fair Housing Consulting Services, LLC at the hourly rate of \$300 per hour and a fee not to exceed \$18,000 for the term of the contract approving the form of contract and appropriate the sum of \$18,000 from the CDBG Grant Program Special Fund to cover the cost of the services with any funds remaining after the end of the contract be returned to the appropriate fund and authorizing the officers to do all acts and execute all agreements they deem necessary and appropriate in furtherance of the resolution. Moved by Mr. Roberts. Seconded by Mr. Holtz. Voice vote, all in favor. Motion approved.

J. AWARDING BID FOR 1101 EAST BEARDSLEY DEMOLITION

Mr. Adam Fann addressed the commission and read the bid totals for 1101 East Beardsley demolition. Ritschard Bros. Inc. Excavating and Demolition bid \$638,700, Pelley Excavating bid \$380,403, Cross Excavating and Demolition bid \$344,344, and Jerry Reed Excavating bid \$250,000. We would like to recommendation that the commission award the bid to Jerry Reed Excavating, LLC for \$250,000. Ms. Schreiber asked for a motion awarding a bid of the contract for site clearance at 1101 East Beardsley to Jerry Reed Excavating, LLC in the sum of \$250,000 and appropriate funds from the Foundry Settlement Fund. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

K. APPROVE INVOICES FOR LABOUR PUMP DEPOSITION COSTS AND APPROPRIATE FINDS FOR PAYMENT

Mr. Gary Boyn addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the two invoices from Veritext Legal Solutions in the total amount of \$2374.65 for their court reporting services and appropriate that sum from the Consolidated South Elkhart TIF to cover those invoices with officers authorized to do all acts they deem necessary and appropriate in furtherance of the resolution. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

L. G&W EXPERT WITNESS REPORT

Mr. Gary Boyn addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the employment of August Mack to prepare an Expert Witness Report in accordance with their attached proposal and appropriate the sum of \$41,600 from the Consolidated South Elkhart TIF Area to cover the cost of those services with any unused funds after completion of the services being returned to the appropriate fund and authorizing Ice Miller to execute, accept and deliver the proposal and do all acts they deem necessary to the furtherance of the resolution. Moved by Mr. Roberts. Seconded by Mr. Holtz. Voice vote, all in favor. Motion approved.

STAFF UPDATES

Mr. Mike Huber introduced Mr. Jacob Wolgamood as our new Redevelopment Projects Manager. We are excited to have him be a part of our team.

Mr. Adam Fann addressed the commission with updates on projects around the city

- **1000 Block of South Main** – Surveys are done. Currently waiting on the cost of remediation. Working with contractor to do point counting. Will probably bring an appropriation next month for more lab results so we can bring the cost down.
- **SR19** – Re-advertising job to solicit bids and extending completion date out
- **1101 East Beardsley** – Closed on loan. Meeting next week to go over time lines for remediation of that property.
- **Greenway Trail Ribbon Cutting** – Thursday, May 11 @ 11:00 am there will be a ribbon cutting ceremony at the Elkhart Environmental Center. We received an award from MACOG – Partners for Clean Air award for Greenway Trail.
- **1918 Markle** – Tank is removed. Additional testing (borings) on the sides of the hole where the tank was. Once results are back, we can go to closing.

OTHER BUSINESS

Mr. Boyn stated the current work amount on the Warrick and Boyn invoice is for \$21,552.39.

Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$21,552.39.

Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

The commissioners reviewed the February and March 2023 TIF Report.

PUBLIC COMMENT

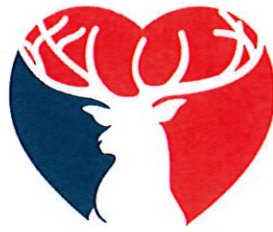
No public was present to address the Commission for public comment.

ADJOURNMENT

There being no further discussion, Mrs. Schreiber asked for a motion to adjourn the meeting. Moved by Mr. Roberts. Seconded by Mr. Holtz. Voice vote, all in favor. Motion approved. The meeting adjourned at 4:44p.m. Next meeting is on Tuesday, June 13, 2023 at 4:00 p.m. in Council Chambers.



SANDRA SCHREIBER, PRESIDENT



City of Elkhart
Redevelopment Commission

Elkhart Redevelopment Commission
Pre-Agenda Meeting Summary
For May 5, 2023

PRESENT: Dina Harris, Alex Holtz, Sandi Schreiber, Gary Boyn, Mike Huber,
Mary Kaczka, and Drew Wynes

PRESENT BY WEBEX: Chris Pottratz

The Commission reviewed each agenda item and staff explained the status of each matter to date and the need for and purpose of the proposed Resolution to be acted upon at the upcoming Elkhart Redevelopment Commission meeting on May 9, 2023.