



City of Elkhart  
*Redevelopment Commission*

REGULAR MEETING  
ELKHART REDEVELOPMENT COMMISSION  
LOCATION: CITY HALL, 2<sup>ND</sup>. FLOOR, COUNCIL CHAMBERS  
Tuesday, September 12, 2023  
4:00 p.m.

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**PRESENT:** Alex Holtz, Gerry Roberts, Sandi Schreiber, Wes Steffen, Dorisanne Nielsen, Chris Pottratz, Mike Huber, Adam Fann, Jacob Wolgamood, Mary Kaczka, Kristen Smole, Drew Wynes, Sherry Weber (Recording Secretary), Brad Hunsberger (Lacasa) Crysyl Welsh (Abonmarche), Dave Weaver (EOZ), Aaron Mischler, Jamison Czarnecki

**PRESENT BY WEBEX:** Lewis Anne Deputy, Bradley Tracy, Corinne Straight, Randy Brown (CVE), Jeff Martin (ICP), Keith Brandt, db

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**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.

**AMENDMENT OF SEPTEMBER 12, 2023 AGENDA**

Mrs. Schreiber asked for a motion to amend the September 12, 2023 Agenda. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

**APPROVAL OF AUGUST 8, 2023 REGULAR MEETING MINUTES**

Mrs. Schreiber asked for a motion to approve the August 8, 2023 Regular Meeting Minutes. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote, all in favor. Minutes approved.

**NEW BUSINESS**

**A. OPEN OFFERS**

Adam Fann addressed the commission stating there are no bids to open.

**B. PUBLIC HEARING TO REVIEW THE 2022 CAPER**

Mary Kaczka presented on the Consolidated Annual Performance and Evaluation Report (CAPER) and answered questions. There was no public comment. Ms. Schreiber closed the public hearing.

**C. APPROVE VERITEXT INVOICE #6529925 FOR \$1,414.30 FOR LABOUR PUMP DEPOSITION**

Mr. Chris Pottratz addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the Veritext invoice #6529925 and appropriate \$1,414.30 from the Consolidated South Economic Development/Redevelopment Area TIF Special Fund. Moved by Mr. Holtz. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

**D. G&W VRP PROCESS IDEM APPROPRIATION**

Mr. Adam Fann addressed the commission and answered questions. Mrs. Schreiber asked for a motion appropriate \$20,000 from Consolidated TIF to cover future costs of IDEM oversight associated with G&W VRP process. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

**E. JOINT ELKHART CITY/ELKHART COUNTY TRANSFER OF REAL ESTATE**

Mr. Adam Fann addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the joint resolution between the County of Elkhart, Indiana and the City of Elkhart, Indiana Redevelopment Commission pursuant to Indiana Code 36-1-11-8 transfer of real estate between governmental entities. Moved by Mr. Steffen. Seconded by Mr. Holtz. Voice vote, all in favor. Motion approved.

**F. ALLEY AT 511 DIVISION – LACASA PURCHASE & DEVELOPMENT AGREEMENT**

Mr. Adam Fann addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the transfer of the Alley at 511 Division and the development agreement with Lacasa, Inc. Moved by Mr. Roberts. Seconded by Mr. Holtz. Voice vote, all in favor. Motion approved.

**G. EOZ DEVELOPMENT AGREEMENT**

Mr. Huber addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve Amendment No. 1 to the EOZ Business, LLC development agreement subject to the revisions described. Moved by Mr. Roberts. Seconded by Mr. Holtz. Mr. Steffen recused himself, as he is an adjacent property owner. Voice vote, all in favor, one recused. Motion approved.

**H. CONCORD MALL LOCAL PUBLIC IMPROVEMENTS**

Mr. Huber addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve funding request for Concord Mall local public improvements contingent upon completion of specified conditions to funding and appropriate \$2,000,000 from Consolidated South Elkhart Economic Development/Redevelopment Area Tax Allocation Area. Moved by Mr. Holtz. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

**I. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEAR 23 SUBRECIPIENT AGREEMENT**

Ms. Kaczka addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the sub recipient agreements submitted to the commission for AMAA-Health Plus of Indiana and Minority Health Coalition of Elkhart County. Voice vote, all in favor. Motion approved.

#### **J. LACASA HOME OWNERSHIP ASSISTANCE PROGRAM FORMS**

Ms. Kaczka addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the Lacasa Homeownership Assistance Program forms. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

#### **K. HOMEBUYER GRANT FOR 1635 HURON**

Ms. Kaczka addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the Homebuyer Assistance Grant for 1635 Huron Street and appropriate \$15,000 from CDBG Grant Year 2022 funds. Moved by Mr. Roberts. Seconded by Mr. Holtz. Voice vote, all in favor, Motion approved.

#### **L. LAMAR ADVERTISING FOR CDBG FAIR HOUSING BILLBOARDS**

Ms. Kaczka addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the Lamar Advertising agreement for CDBG Fair Housing Billboards and appropriate \$10,000 from CDBG Fair Housing PY22 Grant #B22MC180015. Moved by Mr. Roberts. Seconded by Mr. Holtz. Voice vote, all in favor, Motion approved.

#### **M. DOWNTOWN PARKING STRATEGY**

Mr. Huber addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the employment of Abonmarche to do a parking study for the Amphitheater in the amount of \$97,000 and appropriate \$48,500 from the Cassopolis Corridor Allocation Area Special Fund and \$48,500 from Downtown Allocation Area No. 1 Special Fund. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote, all in favor, Motion approved.

#### **N. CENTRAL GREEN**

Mr. Huber addressed the commission and answered questions. Mrs. Schreiber asked for a motion to approve the employment of Structurepoint, Inc. for preparation of demolition specifications for Central Green in the sum of \$150,000 and appropriate \$75,000 from the Cassopolis Corridor Allocation Area Special Fund and \$75,000 from Downtown Allocation Area No. 1 Special Fund. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote, all in favor, Motion approved.

#### **O. ARP HOME OWNER OCCUPIED REHAB PROGRAM**

Ms. Kaczka addressed the commission and answered questions. Mrs. Schreiber asked for a motion to appropriate additional funding not to exceed \$30,000 from Special Account 294 to cover the cost of the American Rescue Plan (ARP) Homeowner Occupied Rehab program. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

#### **STAFF UPDATES**

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

- State Road 19 – Awarded at Board of Works. Putting out the notice to proceed.
- 1101 Beardsley – Contractor will be on site Monday to begin SWPPP work. Demolition will come shortly thereafter.

- Roundhouse – EPA will do some asbestos sampling on site. EPA has agreed to pay for some ground penetrating radar to get a better idea of what the existing structures look like underground.
- 1707 Sterling – Soil removal complete. Waiting on test results.
- 1000 Block South Main – Working on RFP to put out. May be coming for an appropriation for demo in October.

#### **OTHER BUSINESS**

Mr. Pottratz stated the current work amount on the Warrick and Boyn invoice is for \$23,622.54. Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$23,622.54. Moved by Mr. Roberts. Seconded by Mr. Holtz. Voice vote, all in favor. Motion approved.

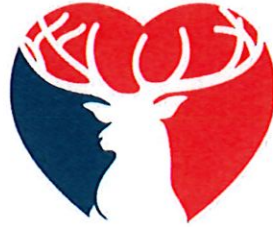
#### **PUBLIC COMMENT**

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. Steffen. Voice vote, all in favor. Motion approved. The meeting adjourned at 4:52 p.m. Next meeting is on Tuesday, October 10, 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 September 8, 2023

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**PRESENT:** Dina Harris, Sandi Schreiber, Wes Steffen, Alex Holtz, Chris Pottratz, Mike Huber, Adam Fann, Jacob Wolgamood, Sherry Weber, Mary Kaczka, Drew Wynes, Kristen Smole, and Lewis Anne Deputy.

**PRESENT BY WEBEX:** Crystal Welsh

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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 September 12, 2023.