



# City of Elkhart

## *Redevelopment Commission*

### REGULAR MEETING

### ELKHART REDEVELOPMENT COMMISSION

LOCATION: CITY HALL, 2<sup>ND</sup>. FLOOR, COUNCIL CHAMBERS

Tuesday, January 9, 2024

4:00 p.m.

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**PRESENT:** Alex Holtz, Dina Harris, Gerry Roberts, Sandi Schreiber, Wes Steffen, Gary Boyn, Mike Huber, Adam Fann, Jacob Wolgamood, Mary Kaczka, Corinne Straight, and Sherry Weber (Recording Secretary)

**PRESENT BY WEBEX:** Chris Pottratz, Lucinda Good, ML

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#### **CALL TO ORDER**

This meeting was held in-person, telephonically, and virtually through WEBEX. The meeting was called to order at 4:00 p.m. by Ms. Schreiber.

#### **AMENDMENT OF JANUARY 9, 2024 AGENDA**

Ms. Schreiber asked for a motion to amend the January 9, 2024 Agenda. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote. All in favor, motion approved.

#### **APPROVAL OF MEETING MINUTES**

Ms. Schreiber asked for a motion to approve the November 14, 2023 Regular Meeting Minutes, the December 4, 2023 Special Meeting Minutes, the December 12, 2023 Regular Meeting Minutes and the December 19, 2023 Special Meeting Minutes. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote. All in favor, minutes approved.

#### **NEW BUSINESS**

##### **A. ELECTION OF OFFICERS**

- 1) **Secretary:** Mr. Roberts made a motion to elect Dina Harris for Secretary. Seconded by Mr. Steffen. Voice vote carried with all in favor and non-opposed. Motion approved
- 2) **Vice President:** Ms. Harris made a motion to elect Wes Steffen for Vice President. Seconded by Mr. Roberts. Voice vote carried with all in favor and non-opposed. Motion approved
- 3) **President:** Mr. Steffen made a motion to elect Sandi Schreiber for President. Seconded by Ms. Harris. Voice vote carried with all in favor and non-opposed. Motion approved.

## **B. OPENING OF BIDS**

No bids were submitted

## **C. 1918 Markle Avenue Phase 1 Update**

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the employment of Heron to conduct Phase 1 environmental site assessment at 1918 Markle Ave. properties, approve the Heron Phase 1 Proposal and appropriate \$1,200 from Consolidated South Elkhart Economic Development/Redevelopment Area Allocation Area Special Fund. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote. All in favor, motion approved.

## **D. 1101 Beardsley Additional Environmental Appropriation**

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approving the employment of Roberts Environmental Soil Remediation Services to perform services at 1101 Beardsley Ave. and appropriate \$5,492.45 from Brownfields Account Special Fund. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote. All in favor, motion approved.

## **E. Woodland Crossing**

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the form of second amendment to the Woodland Crossing declaration of covenants, conditions and restrictions. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the allocation statement form between EGAP and the City of Elkhart for Woodland Crossing. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

## **F. CDBG Contract for Fair Housing**

Ms. Mary Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the employment of consultant (Erin Kemple) to provide technical assistance on CDBG Fair Housing Programs and appropriate \$10,000 from Community Development Block Grant Program Special Fund. Moved by Mr. Roberts. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

## **STAFF UPDATES**

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

- 1101 Beardsley – working through procurement process of remediation consultant to oversee the remediation and bid out the process for excavation of soil/injections.
- Roundhouse – waiting for asbestos results from EPA. EPA will be bringing ground penetrating radar to the site to see if we can isolate the structures and get a better understanding of what is actually underground.
- 100 Block of South Main – some of the fencing is up, remainder will go up tomorrow. Demolition will be underway in the next couple of days.



- CTS Building- meeting with potential developer to get a final development plan on how to move forward with potential redevelopment of the building.
- State Road 19 – Cassopolis project is currently behind schedule but we are still moving forward.
- Hug/East – met with Indiana Landmark to look at the building and understand why it has to be demolished. The developer was on site as well. Starting to look at utility movements as well as moving into the potential start of the demo process.
- LaBour Pump – request for additional testing should be coming next month.

### **OTHER BUSINESS**

Mr. Boyn stated the current work amount on the Warrick and Boyn invoice is for \$17,046.98. Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$17,046.98. Moved by Mr. Roberts. Seconded by Mr. Steffen. Voice vote. All in favor, invoice approved.

The commissioners have the current TIF Report for December 2023.

### **PUBLIC COMMENT**

Ms. Schreiber thanked Alex Holtz for his service for the last four years. He has been a strong advocate of what we are doing and know he will continue to do so on his council post. Alex Holtz thanked the Redevelopment Commission and staff for their work. He is looking forward to continuing the good work for the City. No one from the public was there at address the Commission.

### **ADJOURNMENT**

There being no further discussion, Ms. Schreiber asked for a motion to adjourn the meeting. It was moved by Mr. Roberts. Seconded by Ms. Harris. Voice vote. All in favor, motion approved. The meeting adjourned at 4:15 p.m. Next meeting is on Tuesday, February 13, 2024 at 4:00 p.m. in Council Chambers.



Wes Steffen, Vice President



**City of Elkhart**  
*Redevelopment Commission*

Elkhart Redevelopment Commission  
Pre-Agenda Meeting Summary  
For January 5, 2025

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**PRESENT:** Sandi Schreiber, Alex Holtz, Gary Boyn, Wes Steffen, Mike Huber, Adam Fann, Jacob Wolgamood, Sherry Weber, Corinne Straight, Mary Kaczka, and Kristen Smole.

**PRESENT BY WEBEX:** Chris Pottratz and Dina Harris

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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 January 9, 2024.