



City of Elkhart

Redevelopment Commission

REGULAR MEETING

ELKHART REDEVELOPMENT COMMISSION

LOCATION: CITY HALL, 2ND. FLOOR, COUNCIL CHAMBERS

Tuesday, October 8, 2024

4:00 p.m.

PRESENT: Dina Harris, Gerry Roberts, Sandi Schreiber, Wes Steffen, Willie Brown, Gary Boyn, Sherry Weber (Recording Secretary), Mike Huber, Jacob Wolgamood, Mary Kaczka, Joshua Hofer, Ambrose Kamy and Greg Balsano (Baker Tilly)

PRESENT BY WEBEX: Chris Pottratz, Adan Fann, Corinne Straight and Erin Koons

CALL TO ORDER

This meeting was held in-person, telephonically, and virtually through WEBEX. The meeting was called to order at 4:03 p.m. by Ms. Schreiber, President.

AMENDMENT TO THE AGENDA

Ms. Schreiber asked for a motion to amend the agenda for October 8, 2024. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

APPROVAL OF REGULAR MEETING MINUTES

Ms. Schreiber asked for a motion to approve the September 10, 2024 Regular Meeting Minutes. Moved by Mr. Steffen. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

NEW BUSINESS

A. OPENING OF BIDS

Adam Fann addressed the commission stating we did receive two bids for the parcels we offered for sale last month (one bid for each parcel). We will cover those later in the agenda.

B. ANNUAL TIF REPORT FROM BAKER TILLY

Mr. Mike Huber introduced Greg Balsano from Baker Tilly who addressed the commission, presented on the Elkhart, Indiana Redevelopment Commission Tax Increment Report and answered questions. Ms. Schreiber asked for a motion to accept the report as presented and place it of record. Moved by Ms. Harris. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

C. OFFER TO BUY RIVER VISTA LOTS

Mr. Adam Fann addressed the commission and answered their questions. Ms. Schreiber asked for a motion approve entering into negotiations with LaCasa to buy River Vista lots and present this at a future meeting. Moved by Ms. Harris. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

D. ACCEPTANCE OF 17 TAX SALE PARCELS FROM BOARD OF PUBLIC WORKS (BPW)

Mr. Adam Fann addressed the commission and answered their questions. Ms. Schreiber asked for a motion to accept the 17 tax sale parcels from the Board of Works in the form of a quick claim deed. Moved by Mr. Steffen. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved.

E. 930 SOUTH MAIN BARRIERS

Mr. Jacob Wolgamood addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the installation of wood posts barrier at 930 South Main with cost not to exceed \$874.40 and appropriate those funds from the Consolidated South Elkhart Economic Development Allocation Area Special Fund. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

F. OFFER LETTER FOR GROVE COURT

Mr. Adam Fann addressed the commission and answered their questions. Ms. Schreiber asked for a motion to accept the offer on Grove Court for \$200 and approve the purchase agreement as submitted. Moved by Mr. Roberts. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

G. INDIANA AVE VACANT LAND

Mr. Adam Fann addressed the commission and answered their questions. Ms. Schreiber asked for a motion to accept the offer from Juan Quezada and Sandra DePatriz to purchase Indiana Avenue property, approve the terms and conditions of purchase agreement and authorize its execution all of which is the total consideration for the exchange of properties. Moved by Mr. Roberts. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

H. ISSUANCE OF RFI FOR EAST WINDSOR AVENUE SIDEWALK

Mr. Jacob Wolgamood addressed the commission and answered their questions. Ms. Schreiber asked for a motion to authorize the issuance of a request for information (RFI) for the East Windsor Avenue sidewalk site. Moved by Mr. Roberts. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

I. BROKERAGE SERVICES

Mr. Adam Fann addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the employment of Realtor Group Resources to provide services listed in the contract, approving the form of contract and appropriate \$5,000 from the Consolidated South Elkhart Economic Development/Redevelopment Area Allocation Area Special Fund. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

J. FREIGHT STREET PROPERTY DEMOLITION

Mr. Jacob Wolgamood addressed the commission and answered their questions. Ms. Schreiber asked for a motion to authorize staff to seek bids for the Freight Street property demolition project. Moved by Mr. Brown. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

K. CDBG PROGRAM YEAR 24 SUBRECIPIENT AGREEMENT

Ms. Mary Kaczka addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the subrecipient agreement with Council on Aging of Elkhart County. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote all in favor. Motion approved.

Ms. Mary Kaczka addressed the commission and answered their questions. Ms. Schreiber asked for a motion to appropriate CDBG grant to Tolson of \$10,000 for ADA playground equipment, to LaCasa for \$49,500 for homebuyers program and to LaCasa for \$60,000 to rehab of 516 South Main and appropriate the total sum of \$119,500 from CDBG funds for program year 2024. Moved by Mr. Roberts. Seconded by Mr. Brown. Voice vote all in favor. Motion approved.

L. 2025 RDC MEETING SCHEDULE

Ms. Schreiber asked for a motion to approve the 2025 Redevelopment Commission meeting schedule for the commission meetings and the pre-agenda meetings. Moved by Mr. Brown. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

M. SECOND AMENDMENT TO SHOPPING CENTER LEASE AGREEMENT

Ms. Mark Kaczka addressed the commission and answered their questions. Ms. Schreiber asked for a motion to approve the second amendment to PQH Wireless, Inc. lease agreement reflecting their address is now 138 W. Hively Avenue, Suite 3, Elkhart, IN 46517. 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

- Roundhouse – About 65% done with the project. EPA has removed roughly 39,000 tons of soil so far. Plan to be done by the end of the month.
- State Road 19 – Mid to late October completion of north point to CR 4. Landscaping has started. Looking for November installation for the signs that will be facing the toll road.
- 1101 Beardsley – Working through some documents and waiting on approvals through EPA and IFA.

OTHER BUSINESS

Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$25,309.41. Moved by Mr. Roberts. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

The commissioners have the TIF Report.

PUBLIC COMMENT

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. Brown. Seconded by Mr. Roberts. Voice vote, all in favor. Motion approved. The meeting adjourned at 4:53 p.m. Next meeting is on Tuesday, November 12, 2024 at 4:00 p.m. in Council Chambers.



Sandra Schreiber, President



City of Elkhart
Redevelopment Commission

Elkhart Redevelopment Commission
Pre-Agenda Meeting Summary
For October 4, 2024

PRESENT: Dina Harris, Sandi Schreiber, Wes Steffen, Gary Boyn, Adam Fann
Jacob Wolgamood, Sherry Weber, and Mary Kaczka.

PRESENT BY WEBEX: Chris Pottratz, Willie L. Brown, and Mary Lou Timmons

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 October 8, 2024.