



REGULAR MEETING
ELKHART REDEVELOPMENT COMMISSION
LOCATION: CITY HALL, 2ND. FLOOR, COUNCIL CHAMBERS
Tuesday, February 11, 2025
4:00 p.m.

PRESENT: Dina Harris, Sandi Schreiber, Wes Steffen, Willie Brown, Luke Lefever, Gary Boyn, Sherry Weber (Recording Secretary), Mike Huber, Adam Fann, Jacob Wolgamood, Mary Kaczka, Ambrose Kamyra, Megan Erwin and Drew Wynes

PRESENT BY WEBEX: Chris Pottratz and Dave Weaver

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, President.

AMENDMENT TO THE AGENDA

Ms. Schreiber asked for a motion to amend the agenda for February 11, 2025. Moved by Mr. Brown. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

Ms. Schreiber welcomed our new commissioner Luke Lefever to the Redevelopment Commission.

APPROVAL OF MEETING MINUTES

Ms. Schreiber asked for a motion to approve the January 14, 2025, Regular Meeting Minutes. Moved by Mr. Brown. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

NEW BUSINESS

A. OPENING OF BIDS

Mr. Adam Fann addressed the commission stating we did not receive any bids.

B. 3701 SOUTH MAIN STREET PROGRESS PRESENTATION

Mr. Mike Huber introduced Jeff Martin from Industrial Commercial Properties. Mr. Martin gave a presentation to the commission and answered questions.

C. 420 SOUTH SECOND STREET RENT CREDIT

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve rent credit to the tenant in the amount of \$728.51. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

D. KAREN DRIVE APPRAISAL

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to authorize staff to order appraisals as needed for real estate and acquisition purposes in the Cassopolis Street Corridor Economic Development Area allocation Area and appropriate \$5,000 from that fund to cover the costs of the appraisals. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

E. 1701 STERLING AND 824 REN STREET REPLAT

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the employment of JPR for survey services on properties with a cost not to exceed \$9,000, approve the engagement letter and appropriate \$9,000 from Consolidated South Elkhart Economic Development/Redevelopment Area Allocation Area Special Fund to cover the cost of services. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

F. WATER USAGE

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the Public Works water invoices for payment and appropriate \$543.24 from Brownfield Special Fund for the Roundhouse site water usage and \$39.24 from Technology Park TIF Funds for Walter Piano site water usage. Moved by Mr. Steffen. Seconded by Mr. Lefever. Voice vote, all in favor. Motion approved.

G. 1913 YUMA AVENUE OFFERING

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve offering the property at 1913 Yuma Avenue as set forth in the resolution and approve the offering sheet attached to the resolution as well as public notice form. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

H. WINDSOR RFO

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the form in terms of the request for quotes and form of proposed agreement for professional services as attached and authorize staff to issue notice to professional engineering firms capable of performing the services to submit proposals for opening on March 11, 2025. Moved by Mr. Lefever. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

I. RFQ FOR APPRAISAL SERVICES 2025-2027

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to authorize staff to issue the proposed requests for quotes for appraisal services for 2025-2027 as described by staff. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

J. RFQ FOR ENVIRONMENTAL SERVICES 2025-2027

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to authorize staff to issue the proposed request for quotes for environmental services for 2025-2027 as described by staff. Moved by Mr. Steffen. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

K. 225 E JACKSON BLVD REIMBURSEMENT

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the form and content of the development agreement as presented and authorize the officers to execute the same. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

L. BARNES & THORNBERG ENGAGEMENT FOR PROFESSIONAL SERVICES RELATED TO SOUTH MAIN AND FREIGHT STREET PROJECTS

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the Barnes & Thornberg engagement letter as submitted. Moved by Mr. Steffen. Seconded by Mr. Lefever. Voice vote, all in favor. Motion approved.

STAFF UPDATES

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

- **Conn** – On pause due to government cutbacks. Any work that has been scheduled is ongoing, but no new work is being done.
- **Freight Street** – Demolition is done
- **Roundhouse** – Fence is completed
- **Woodland Crossing** – We anticipate the completed master planning document from Neighborhood Evolutions and WBK by the end of March. Infrastructure and parking lot improvements would be necessary before any new development could occur.

OTHER BUSINESS

Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$36,792.31. Moved by Mr. Steffen. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

There being no further discussion, Ms. Schreiber asked for a motion to adjourn the meeting. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved. The meeting adjourned at 4:52 p.m.



Sandra Schreiber, President



Elkhart Redevelopment Commission
Pre-Agenda Meeting Summary
For February 7, 2025

PRESENT: Willie Brown, Luke Lefever, Sandi Schreiber, Gary Boyn, Chris Pottratz, Mike Huber, Adam Fann, Sherry Weber, Mary Kaczka, Joshua Hofer, Drew Wynes, and Alexander Otto

PRESENT BY WEBEX: Megan Erwin

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 February 11, 2025.