

***PERSONAL AUDIO ENHANCERS ARE AVAILABLE FROM THE COUNCIL
SECRETARY***

AGENDA FOR REGULAR ELKHART CITY COUNCIL MEETING

LOCATION: CITY HALL, 2ND FLOOR, COUNCIL CHAMBERS

March 17, 2025

6:00 P.M.

1. Call to Order, Pledge, Moment of Silent Meditation, Roll Call

2. Minutes for Approval

Minutes of March 3, 2025 – Council Meeting

Presentations and Introductions

Presentation – Dana Donald, Community Development

Unfinished Business

Reports of Council Committees

a) Ordinances on Second-Third Reading

b) Ordinances and Resolutions Referred to Committees

There are no Ordinances or Resolutions referred to committees

Tabled Ordinances and Resolutions

There are no tabled Ordinances or Resolutions

3. New Business

a) Ordinances on First Reading

Proposed Ordinance 25-O-08, an ordinance amending Ordinance No. 5963, establishing rates and charges for the use of, and services rendered by, the Water Utility System of the City of Elkhart, Indiana, by replacing Appendix A and Appendix B, as approved by the Indiana Utility Regulatory Commission

Proposed Ordinance 25-O-09, an ordinance appropriating Eight Million Nine Hundred Eighty-Four Thousand Dollars (\$8,984,000.00) from the General Fund for the new Fire Station Six (6)

b) Resolutions

Proposed Resolution 25-R-05, a resolution of the Common Council of the City of Elkhart, Indiana, declaring a certain area to be an Economic Revitalization Area for the purpose of granting Tax Phase-In benefits to Jacobs and Thompson LTD, DBA Worldwide Foam\CJSB Properties, Inc.

c) Vacation Hearings

There are no vacation hearings.

- d) **Other New Business**
- e) **Reports of Mayor, Board of Works, Board of Safety or City Departments**
- f) **Neighborhood Association Report**
- g) **Privilege of the Floor**
Please limit your comments to 3 minutes to allow others time to comment
- h) **Scheduling of Committee Meetings**
- i) **Acceptance of Communications**
 - Minutes of January 29, 2025 – Board of Aviation Commissioners
 - Minutes of February 25, 2025 – Board of Public Safety
 - Minutes of February 18, 2025 – Board of Public Works
 - Minutes of February 12, 2025 – Lerner Theatre Board
 - Minutes of December 19, 2024 – Stormwater Board

Adjournment

DRAFT

MINUTES OF THE REGULAR COMMON COUNCIL MEETING OF MARCH 3, 2025

Present: Council President Arvis Dawson
Council Members Alex Holtz, Brent Curry, LaTonya King, Aaron Mishler,
Dwight Fish, Tonda Hines, Chad Crabtree, David Henke (*arrived late*)

Absent: None

This meeting was made available to the public electronically through WebEx.

President Dawson called the meeting to order at 6:00 p.m. in the Council Chambers at City Hall, 229 S. Second Street, in Elkhart. All Council Members were present in Council Chambers.

Ed Newman, led the assembly in the Pledge of Allegiance. President Dawson asked for a moment of silent reflection. He said be in prayer for the Curry family. Peggy Curry, who was one of the most attended members at the Council meetings, passed away. Please be in prayer for the family.

President Dawson asked the clerk to call the roll.

APPROVAL OF MINUTES

President Dawson asked for a motion and second to approve the minutes from the February 3, 2025, Council Meeting.

Motion made by Councilman Crabtree, second by Councilman Fish.

By a unanimous voice vote, the minutes were approved.

President Dawson asked for a motion and second to approve the minutes from the February 10, 2025, Council Meeting.

Motion made by Councilman Crabtree, second by Councilwoman Hines.

By a unanimous voice vote, the minutes were approved.

PRESENTATIONS AND INTRODUCTIONS

Presentations begin at 26 minutes and 14 seconds of the audio recording.

Mayor Rod Roberson asked the members of the Street Department, Central Garage and Building and Grounds, who were in attendance, to come forward. He thanked the Council for the approval of the budgetary items for these three departments. Every year they ask for the approval of the items and tools that make their jobs and positions work, not just in the summer, but year-round. When those tools are supplied these departments are able to provide the level of service that is expected for our citizens and residents. The last three (3) months have been extraordinary

and he wanted to take a moment to give the deepest gratitude from the administration to the incredible teams that were involved. He thanked the Street Department, Central Garage and Building and Grounds for their hard work and dedication through this winter season. Through February 21st, they worked 39 out of 40 days. They maintained two 24-hour shift cycles to keep all of the roads safe and clean. They sacrificed personal time, and worked through Martin Luther King Day and the President's Day holiday weekends. The impact of their work is worth noting. Their work allowed emergency responders to reach those in need, kept businesses open and keep families safe throughout the harsh winter conditions. A special thanks to Central Garage for maintaining and repairing the plows, the Street Department salt trucks and keeping operations running smoothly. They worked tirelessly behind the scenes to support everyone in the Street Department and Building and Grounds through every snow and ice removal effort. He said every day they receive acknowledgements about these three (3) teams and he wanted to let everyone know their dedication does not go unnoticed and they are grateful for the work that was done throughout this first quarter of the year. He asked Tory Irwin, Director of Public Works to come up as well as he leads the Street Department team, and he was also acknowledged. On behalf of the City of Elkhart he wanted to say thank you and give them recognition for all they have done in the last three (3) months.

Presentation ended at 32 minutes, 44 seconds of the audio recording.

Aspire Construction Kickoff presentation starts at 33 minutes and 07 seconds of the audio recording.

Alex Otto, Director of Communications said he is here to go over the Aspire Construction Kickoff for 2025. This includes transformational, once in a lifetime investment which are building the Elkhart of tomorrow. Included in the plan are improving quality of place in neighborhoods, while upgrading the infrastructure and public safety capabilities needed to support a vibrant city. He said there are some major projects that are coming out in the next three (3) to four (4) months. Starting on March 4th, Benham Avenue will be closed and part of that project will be to reduce the flooding in the area with a new lift station pushes the water out and helps with the flooding which has historically been a problem. There will also be beautification of the area and traffic calming measures in that area. In March the Oakland Wastewater Storage Tank project will begin. This project is headed up by Tory Irwin, Director of Public Works. Tory Irwin will be able to answer specific questions regarding that project. The next project will be The Flats at Pinecreek. This was formerly known as Cross Roads 41. The developer changed the name and any information about Cross Roads 41 should now be referred to as The Flats at Pinecreek. This project will start in May and will address the City's housing needs. These units will serve individuals and families and 13% of the units will serve individuals and families below 80% adjusted median income. Starting in May, also addressing housing needs will be 515 East. This will serve primarily 80% adjusted median income families. Another project that is just finishing is the Cassopolis Gateway and streetscape. This is located at the I 80, Toll Road overpass. The finishing of this project will be adding plants as soon as the weather allows. Also upcoming will be a ribbon cutting in March for the Goodwill project at Woodland Crossing. This is a large-scale project which will have many milestones. The Blazer Boulevard railroad crossing which has received many complaints will be redone. The city is not overseeing that project, it is being done by Patriot Railroad and that will be starting in March. He said he would be back to update the projects and inform the Council about new ones in May. **(The slides that were shown are included in the minutes.)**

Aspire Presentation ends at 39 minutes and 28 seconds of the audio recording.

Master Plan Parks and Recreation begins at 39 minutes and 46 seconds of the audio recording.

Jamison Czarnecki, Superintendent, Parks and Recreation said he is joined by Matt Moyers, Special Project Coordinator who is helping with this. He said if they have done their jobs right, you and 53,500 other people have heard about the Master Plan for the City of Elkhart Parks and Recreation called the El Parks Master Plan. They have been working with the Troyer Group who worked on the Sterling Master Plan and the Environmental Master Plan. The Troyer Group won the proposal and they loved their commitment to public engagement, they had some great ideas and they came in at a great cost to the city. The plan today is to discuss high level things as they are only 75% through the planning stage. He said there is still time for the public to be engaged in the process. The plan is based on several pillars which will allow them to plan strategies and actions over the next five (5) years. Community engagement has been huge. They have been on the news; radio and they have walked door to door to gain ideas from the community. They have had over twenty-two (22) focus group meetings and at least twenty (20) public engagement meetings. The plan started with a four (4) part speaker series regarding a master plan and the necessity of having a good plan in place and they have met with landscape architects that have helped with ideas. A survey was sent out with the monthly water bill and there is currently a survey on the Park's website to gain further public information. The Elkhart Park Foundation has sponsored three (3) gift cards of \$50.00 dollars each to be raffled for those who participate in the survey. They want the whole community to voice their opinion regarding what they want to see in the parks.

Matthew Moyers, Special Project Coordinator, Parks and Recreation spoke about assessing the master plan on a nationwide level by using demographics in similar size cities to discover what those cities are doing well. Elkhart parks will have their own flavor. Parks are connected to health and wellness and in designing parks there is a greater focus on durable funding and maintaining the parks. Naturalistic elements need to be included in every park, which not only serves the community but also the pollinators and the natural environment. There are five (5) drivers to measure all parks in the system and those are included in the master plan. This allows them to think comprehensively and include the wants and the needs to make the best impact within the city.

Jamison Czarnecki said the next steps are, finalizing goals, creating actionable steps and creating a strategic plan that allows them to understand the community needs and wants. Then blending those things to figure out what is the best approach for the park agency to make the impact they want to see within the city. If anyone wants to participate in the next few public meetings, he encourages them to participate. The current survey is the last time for the public to voice their opinions and desires. The plan will be brought for public review one last time and then the plan will be submitted to the DNR on April 15th. Once the plan is conditionally approved it will come back to the Park Board and it will then be brought to the Mayor and the Council for ratification. He wanted to let the Council know that they have had some good enriching conversations and people care and are excited.

President Dawson asked if he had any idea how much this is going to cost. **Jamison Czarnecki** replied, just enough. **President Dawson** asked if that will be a part of the 2026 budget? **Jamison Czarnecki** replied yes, and 2027, and 2028.

Councilman Fish asked about Weston Park, and what is currently happening there. **Jamison Czarnecki** replied it is great to see that they do not have to wait five (5) years to see awesomeness happen in the parks. They can look at Weston Park and see that progress is continuing. They have six (6) new playgrounds that are being built this spring. Weston is happening right now, Geroldcan Thursby Memorial Tot Lot should be ready to go as well as for site prep. Currently they are staging and beginning to prepare for the installation and buildings and the Building and Grounds Department is helping us get the sites ready. There will be a ribbon cutting soon and they will publicize those things as they are ready.

Councilwoman King said she wanted to thank Jamison Czarnecki for the work that is being put into the parks and the efforts especially at Ullery Park. She said she had the pleasure of going out with him on Friday to visit the area around the park and she was blown away by how some of the residents that she thought would not be interested in wanting to do a survey were excited for the future of the parks. She did not realize how many people visit the park and the ones who do not visit the park said they would visit if it had certain things. She did not realize how impactful a park is to a neighborhood and they only went out a mile and a half from the park. **(The slide presentation is provided with these minutes.)**

Presentation ends at 54 minutes and 49 seconds of the audio recording.

UNFINISHED BUSINESS

There was no unfinished business.

REPORTS OF COUNCIL COMMITTEES

There were no reports.

ORDINANCES ON SECOND-THIRD READING

Proposed Ordinance 25-O-07

AN ORDINANCE AMENDING ORDINANCE NO. 6008 TO RECOGNIZE THE POSITIONS, CORRESPONDING CLASSIFICATIONS AND MAXIMUM SALARIES FOR THE EMPLOYEES OF THE LERNER THEATRE, WITHIN THE APPROPRIATED BUDGET OF THE LERNER THEATRE FOR THE YEAR 2025

President Dawson asked the clerk to read the proposed ordinance by title only. He asked for a motion to adopt this ordinance on second reading. Motion by Councilman Crabtree, second by Councilman Mishler.

COUNCIL DISCUSSION ON PROPOSED ORDINANCE 25-O-07

President Dawson opened Council discussion starting at 55 minutes and 36 seconds of the audio recording.

There was no council discussion.

PUBLIC DISCUSSION ON PROPOSED ORDINANCE 25-O-07

President Dawson opened the public discussion starting at 55 minutes and 41 seconds of the audio recording.

There was no public discussion.

COUNCIL DISCUSSION ON PROPOSED ORDINANCE 25-O-07

President Dawson returned the discussion to the Council starting at 55 minutes and 51 seconds of the audio recording.

There was no further Council discussion.

President Dawson asked the clerk to do a roll call vote on second reading.

AYES: Holtz, Curry, King, Mishler, Fish, Hines, Crabtree, Dawson
NAYS:

By a vote of 8-0, the proposed ordinance passed on second reading.

Motion for third and final reading made by Councilman Crabtree, second by Councilman Mishler.

President Dawson asked the clerk to read the proposed ordinance by title only and do a roll call vote.

AYES: Holtz, Curry, King, Mishler, Fish, Hines, Crabtree, Dawson
NAYS:

By a vote of 8-0, the proposed ordinance passed on third and final reading.

Discussion on the proposed ordinance ends at 56 minutes and 53 seconds of the audio recording.

ORDINANCES AND RESOLUTIONS REFERRED TO COMMITTEES

There are no ordinances or resolutions referred to committees.

TABLED ORDINANCES AND RESOLUTIONS

There are no tabled ordinances or resolutions.

ORDINANCES ON FIRST READING

There are no Ordinance on First Reading.

RESOLUTIONS

Proposed Resolution 25-R-03

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ELKHART, INDIANA, TERMINATING BY AGREEMENT, THE ECONOMIC REVITALIZATION AREA AND MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF ELKHART AND HYDRO EXTRUSION USA, LLC FOR WHICH NO TAX ABATEMENT BENEFITS HAVE BEEN CLAIMED OR RECEIVED

President Dawson asked for a motion and a second to adopt this resolution. Motion by Councilwoman Hines, second by Councilman Curry.

COUNCIL DISCUSSION ON PROPOSED RESOLUTION 25-R-03

President Dawson opened Council discussion starting at 57 minutes and 34 seconds of the audio recording.

Mike Huber, Development Services, said the next two items are clean up items through the tax phase-in process from last year. Hydro Extrusion USA, LLC came in last year and they were granted a phase-in by the Council. As they were working with them to secure final execution of the Memorandum of Agreement on the project, and as they were getting closer to the end of their Economic Revitalization Area, hereafter, ERA, they indicated that internally things had changed and they decided not to do the project. He said that given the short period of time left on the ERA, they initiated the process to go ahead and terminate the ERA, which Hydro was comfortable with. If the project comes back internally and they decide to move forward, they can come back through the process again. He said that this is just a way to end this and get them out of our system.

President Dawson noted that Councilman Henke had joined the Council Meeting at 6:34 p.m.

Councilman Mishler asked if they will be seeing this resolution and this abatement in front of them as they review the abatements? **Mike Huber** replied, no. This is pulled from the abatements as they never executed the agreement. They never started the project. The only thing that would come through is Compliance Form 1, hereafter, CF-1 and that happens once a project is actually started and assessed and that starts the clock on a CF-1 process.

Councilman Henke apologized for being late and asked if there was a claw-back. **Mike Huber** replied this was never a project, as it was never initiated.

PUBLIC DISCUSSION ON PROPOSED RESOLUTION 25-R-03

President Dawson opened the public discussion starting at 59 minutes and 30 seconds of the audio recording.

There was no public discussion.

COUNCIL DISCUSSION ON PROPOSED RESOLUTION 25-R-03

President Dawson returned the discussion to the Council starting at 59 minutes and 34 seconds of the audio recording.

There was no further Council discussion.

President Dawson asked the clerk to do a roll call vote.

AYES: Holtz, Curry, King, Mishler, Fish, Hines, Crabtree, Henke, Dawson

NAYS:

By a vote of 9-0 the proposed resolution passed.

Discussion on the proposed resolution ends at 1 hour, 00 minutes and 17 seconds of the audio recording.

Proposed Resolution 25-R-04

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ELKHART, INDIANA, APPROVING AGREEMENT FOR THE REPAYMENT OF TAX PHASE-IN BENEFITS BETWEEN THE CITY OF ELKHART, INDIANA AND CHAMPION MANUFACTURING INC. AND C.R. 17 LAND DEVELOPMENT

President Dawson asked for a motion and a second to adopt this resolution. Motion by Councilman Henke, second by Councilman Fish.

COUNCIL DISCUSSION ON PROPOSED RESOLUTION 25-R-04

President Dawson opened Council discussion starting at 1 hour, 00 minutes and 47 seconds of the audio recording.

Mike Huber said during last year's CF-1 compliance process it was noted that Champion Manufacturing had a spotty record of compliance over its term of the phase-in which was a five (5) year agreement. They had closed operations and violated the terms of their Memorandum of Agreement, hereafter, MOA, which triggered their ability to claw-back the benefits that they had received. The Legal Department and the Development Services team worked hard to quantify the amount of benefit that was actually given and the amount of benefit to actually be clawed back, under the rules of the statute and their MOA's. This is the final step in the process and they have come to an agreement on the claw-back. The taxes to be paid back will be in two (2) installments with the first half to be paid on this springs tax installment and the other half will be on next year's spring tax installment. The company asked for that as they did not have the money to pay it all at once. They allowed them to do it over two (2) years instead of just one, but they are getting all of the resources back or all of the benefits that they were entitled to get back.

Councilman Mishler asked if they will be seeing this in the CF-1 review. **Mike Huber** responded no, they took care of everything last year, this is just closure of the process with them. They will receive the final agreement and everyone understands what the terms are and how the payments are to be made.

Councilman Henke asked are we getting 100% of any abated taxes? **Mike Huber** replied there is a formula that is prescribed in both the statute and in their MOA's that in the years they were compliant, there is a portion of that they are allowed to keep. A portion in the years they were compliant. John Espar can better explain the process. They are getting back everything they are allowed to take back. **John Espar, Corporate Counsel** said the Memorandum of Understanding prescribes that the City has the right to pursue and recover a portion of the tax benefit that they received, in relation to their compliance or stated otherwise in relation to their non-compliance. It was determined based upon the Council's past determination that in the two (2) years they were compliant in the five (5) year schedule. That equates to 40% compliance and 60% non-compliance. They annualize that over the five (5) year period to determine how much each year they would be entitled to receive. Based on the 40% compliance rate, because they received a greater proportion of the benefit in the early years of the tax abatement, they actually received a windfall or an amount of benefit greater than their performance level. They were able to reclaim the entirety of that 60%. This has been detailed in mathematical detail in the correspondence to the company. The City is demanding everything the City is entitled to receive back and without compromising on that amount, the company agreed to pay it, with the one provision. They consulted with the County on this point as to whether it can be requested to be spread out over two (2) years of tax bills. The first portion will be on the spring installment that is on its way to the printing company now and the second installment of the tax benefit recovered will be next year. **Councilman Henke** said we have legal fees that have been incurred and there is the cost of the interest on the two (2) year payback. He believes that is unfair to the tax payers. He also wanted to know how this equation was determined. **Mike Huber** said the formula is dictated and directed in the state statute and they are following the rules of the statute. **Councilman Henke** asked did the Council make any exceptions for this company? **Mike Huber** replied the company's phase-in started before he was here and before Drew Wynes was here and he does not believe they have turned in a CF-1 since he has been here. **Councilman Henke** said he would like to see the dollar value to understand what they are getting back. **Drew Wynes, Economic Development** replied, the company was compliant in 2021 and 2022, before he was here. It is his understanding that there was not a special exception, and he would check that. In 2023 and 2024, they were fully compliant at the 90% threshold for jobs and wages and for real property and personal property expenditures. **Councilman Henke** asked do they still own the property. **Drew Wynes** replied, they do not own the property, they were tenants.

Councilman Mishler asked how many abatements have they had that had to initiate a claw-back? **John Espar** replied this is the first one. **Councilman Mishler** asked if they could pursue additional legal action to recoup legal fees after this resolution is passed? **John Espar** replied, under Indiana law the ability to recover attorney's fees is strictly applied. It must be provided specifically by statute in any legal content to give rise to the recovery of legal fees, under the statute specific to tax abatement. There is a moment when legal fees maybe recovered, but not at this point. The statute lays out a procedure by where the determination of non-compliance is made. According to that procedure, the Council made the determination of non-compliance, the Council then directs the city to meet with the taxpayer and determine whether there is an agreement on how much tax needs to be repaid. If the parties are unable to come to an agreement on the amount of tax that should be repaid, then the Council may set that level and the parties may litigate the issue in a court of law. It is only after the action is filed in a court of law that the statute authorizes the recovery of attorney's fees.

Councilman Fish asked if that is a state statute? **John Espar** replied yes, after all of the administrative process has been exhausted and the parties are unable to reach an agreement on what the amount of the tax should be. **Councilman Fish** asked if the Council can do that at their level. **John Espar** replied the Council is empowered by the state statute.

Councilman Henke asked if they are a defunct company? Also, because the address is under abatement, how do they guarantee the property owner, is held accountable for the repayment. **Mike Huber** replied it is his understanding the company is still an operating company in Florida. **Councilman Henke** asked, who is the property owner. **Mike Huber** replied the property owner is C.R. 17 Land Development and they are also on this resolution. They have a contract with Champion and they are the ones to make sure this gets done. **Councilman Henke** thanked them for covering all of the bases.

PUBLIC DISCUSSION ON PROPOSED RESOLUTION 25-R-04

President Dawson opened the public discussion starting at 1 hour, 12 minutes and 45 seconds of the audio recording.

There was no public discussion.

COUNCIL DISCUSSION ON PROPOSED RESOLUTION 25-R-04

President Dawson returned the discussion to the Council starting at 1 hour, 12 minutes and 52 seconds of the audio recording.

There was no further Council discussion.

President Dawson asked the clerk to do a roll call vote.

AYES: Holtz, Curry, King, Mishler, Fish, Hines, Crabtree, Henke, Dawson

NAYS:

By a vote of 9-0 the proposed resolution passed.

Discussion on the proposed resolution ends at 1 hour, 13 minutes and 12 seconds of the audio recording.

VACATION HEARINGS

There are no vacation hearings.

OTHER NEW BUSINESS

Other New Business discussion begins at 1 hour, 13 minutes and 20 seconds of the audio recording.

Councilman Curry said he, along with other Council members and the mayor, received a letter from Kalaine Fields regarding the missed trash pick-up and her hopes for changes in negotiating a new trash contract. He also said he attended the Human Relations meeting and Fair Housing has a poster contest going on and it has two categories, they are 3rd and 4th grade and 5th and 6th grade and the prizes are first place, \$100.00, second place, \$50.00 and third place, \$25.00. They need to be returned by March 10th. Fair Housing plans to do a presentation to the Council with the winners at the next Council meeting.

Councilman Henke said there were two (2) abatements that were discussed this evening. He believes if there are more the standard should be reviewed to prevent them from happening in the future. He also had to call the police for something in the neighborhood and it was handled promptly and he appreciated that response.

Other New Business discussion ends at 1 hour, 15 minutes and 39 seconds of the audio recording.

REPORTS OF MAYOR, BOARD OF WORKS, BOARD OF SAFETY OR CITY DEPARTMENTS

Reports of the Mayor, Board of Works, Board of Safety or City Department Heads begins at 1 hour, 15 minutes and 47 seconds of the audio recording.

Mayor Rod Roberson said today the efforts and commitments the city is making behind unparalleled service with Building and Grounds, the Street Department and the Central Garage were highlighted. Also, today some of the Aspire Construction projects for 2025 were featured. A short term pay for a long-term gain and the projects will begin with an effort toward the four platforms of Aspire, with extra emphasis on density of housing. Those housing units will be a spread across the entire city. This is what Alex Otto will be bringing to the Council each quarter and please do not hesitate to reach out if you have questions. Today there was discussion regarding the parks plan and their ability to take what they are trying to do inside the neighborhoods and provide a comprehensive scope within the parks, and the all-inclusive plan for the next five years. To ensure the amenities that they are bringing to parks are going to be not just a fun thing to do, but an experience which is what the community, neighborhoods and resident's support. He thanked the staff of those departments for putting the presentations together. He said he also wanted to highlight Tuesday, April 22nd, which is the date for the State of the City Address to be held at the Lerner Theatre at 5:30 p.m. He said they will review 2024 and talk more in depth regarding the projects that were spoken about today and future plans.

Reports of the Mayor, Board of Works, Board of Safety or City Department Heads ends at 1 hour, 18 minutes and 58 seconds of the audio recording.

NEIGHBORHOOD ASSOCIATION REPORTS

President Dawson opened the Neighborhood Association Reports starting at 1 hour 19 minutes and 01 seconds of the audio recording.

Councilman Curry said the Pierre Moran Neighborhood Association met and the Poster Contest information was passed out at the meeting. They had a good meeting despite the cold weather. They honored Councilman Curry's sister, who passed away. She always attended those meetings and he thanked the family for everything they did for them. Also, Arthur Fisher passed away. Arthur was the first neighborhood president. It was a somber meeting, but he had talked with Arthur about a week ago before he died and he said there were some issues in the neighborhood he would like to see addressed. That was the kind of guy Arthur was and his funeral is Friday. The discussion then turned to the past and how the neighborhood association was started and the first meeting that was held in Arthur's basement. They have been meeting ever since 2007 and they really enjoyed opening up their neighborhood to everyone who came. Jay Little came to the meeting and provided a history lesson regarding how the neighborhood began and a time when the Mennonite community was going to build a hospital where Woodland Crossing is located. There was a lot of discussion regarding that topic and it was just good visit with our neighbors.

Councilman Crabtree said he is representing the Strong Avenue Neighborhood Association and they will be meeting tomorrow, March 4th at Mary Daly Elementary School at 7:00 p.m. The speakers will be from the Indiana Department of Environmental Management, and the Elkhart Fire Department. They will be speaking on the recent environmental issue at the Elkhart Clinic.

Councilman Henke commented he hoped to see people there at the meeting at Mary Daly tomorrow evening as it is a deeper story than what has been heard to date.

Neighborhood Association discussion ends at 1 hour, 22 minutes and 23 seconds of the audio recording.

PRIVILEGE OF THE FLOOR

Jay Little said he was glad Councilman Curry mentioned the backstory on the Mennonite Hospital because people wonder why there is a boulevard there. He talked about people in his family who had built houses in the neighborhood and said he was surprised to hear about things in the neighborhood that he did not know. The thing he wanted to point out today was in walking his dogs in Sterling Avenue Park he noticed that the berm has been very neglected. He said years ago that it had conifers planted there but they did not survive and now there are weed trees growing there and it does not look very nice. He would like to see that berm improved as there are going to be new apartments that would look out at that area and it would not be very pleasant to look at for the residents. He said he believes the Boy Scouts originally planted the trees and maybe the Scouts could take on that project. He also mentioned that the park does not have bags for disposal of dog waste. He said many of the other parks have them and that although he picks up after his dogs, many do not and that is a sanitary issue and it is unsightly. He is hoping those bags can be placed in the park to encourage the use of them by dog owners. Lastly, he would like to see a Port-A-John unit put in the park for the convenience of those who are using the park. He said the Heart City Bike Trail begins there, parking is available and tools are available to fix your bike so he believes it is probably used more than anyone realizes. He mentioned that some of the discarded materials from Miles Laboratory are in the park, including

some granite steps. They were put there rather than being put into the landfill. He thinks it would be good if people knew where those pieces of granite came from. He said it is one of his favorite parks and he really enjoys walking his dogs there and those things that he mentioned would make it even better.

Privilege of the Floor discussion ends at 1 hour, 22 minutes and 05 seconds of the audio recording.

SCHEDULING OF COMMITTEE MEETINGS

There are no meetings to schedule.

ACCEPTANCE OF COMMUNICATIONS

Minutes of January 14, 2025 – Aurora Capital Development Corporation
Minutes of January 28, 2025 – Board of Public Safety
Minutes of February 11, 2025 – Board of Public Safety
Minutes of February 4, 2025 – Board of Public Works
Minutes of January 14, 2025 – Elkhart Redevelopment Commission
Minutes of January 8, 2025 – Lerner Theatre Board
Report – January Month End – Elkhart Communications Center

President Dawson asked for a motion to approve the communications. Motion made by Councilman Crabtree, second by Councilman Fish.

By a unanimous voice vote, the Acceptance of Communications passed.

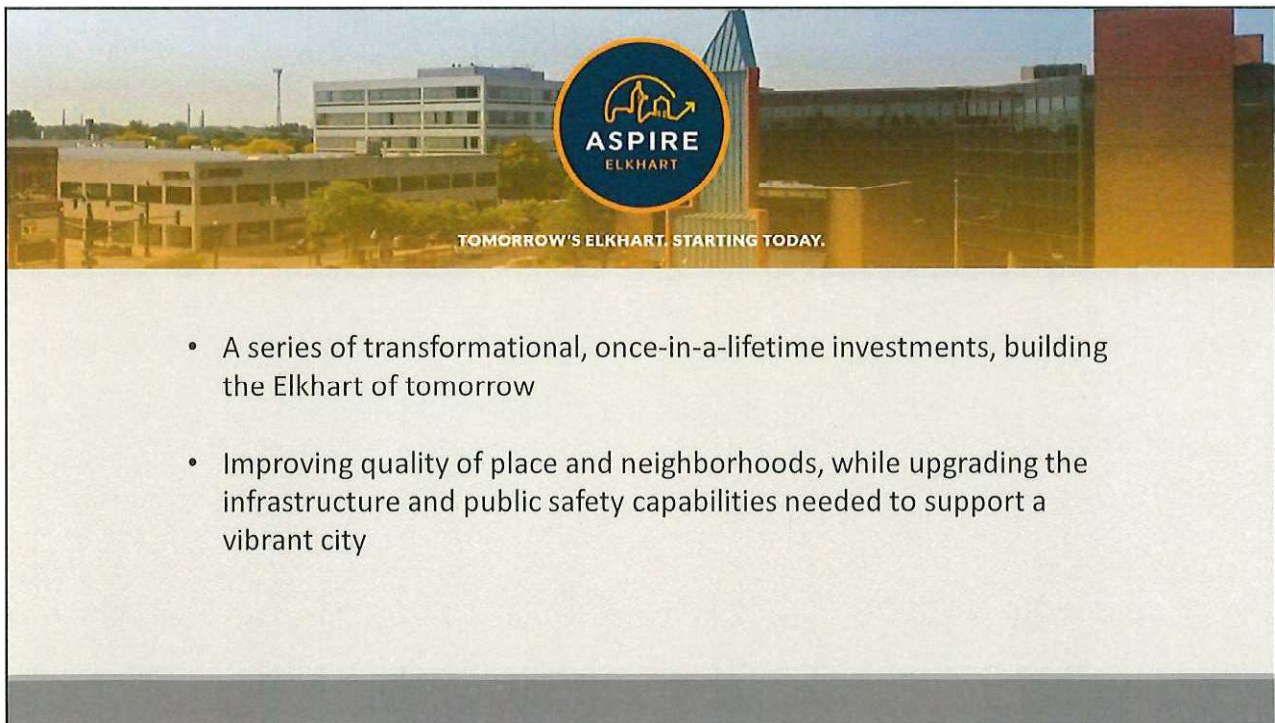
ADJOURNMENT

President Dawson asked for a motion to adjourn. Motion made by Councilman Mishler, second by Councilwoman Hines.

By a unanimous voice vote the meeting was adjourned.

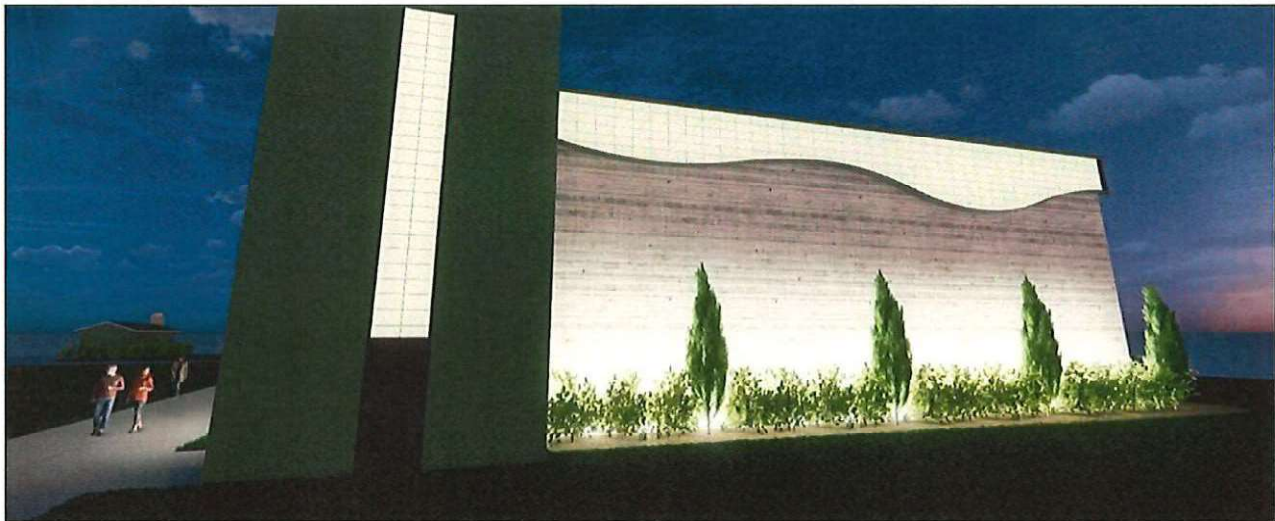
Debra D. Barrett, Elkhart City Clerk

Arvis L. Dawson
President of the Elkhart City Council





Benham Avenue Closure – March Start



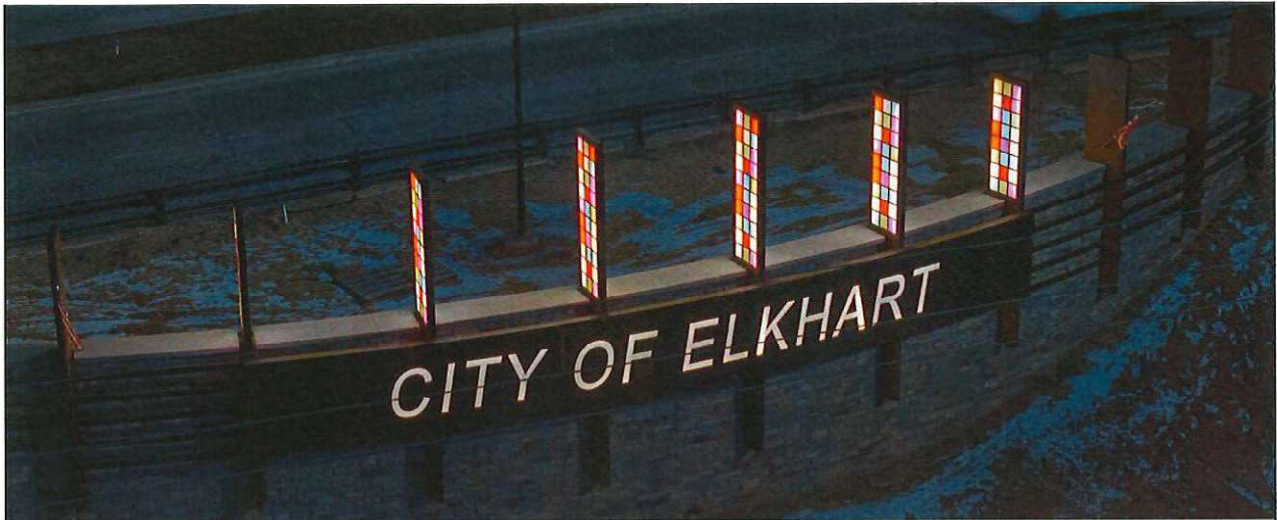
Oakland Wastewater Storage Tank – March Start



The Flats at Pinecreek (Cross Roads 41) – Start May



515 East – May Start



Cassopolis Gateway and Street Scape – Q2 Finish



Woodland Crossing – March Goodwill Ribbon Cutting



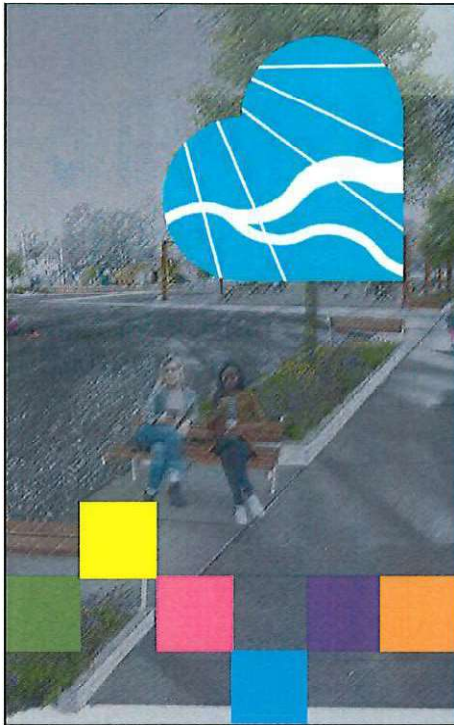
Blazer Boulevard Railroad Crossing – March Start

*This is not a City project but is over seen by a **private rail road**



Questions?

State of the City – April 22nd

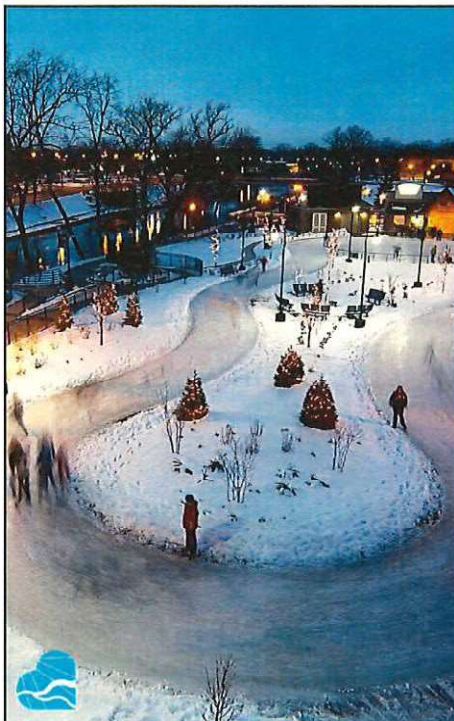


OUR PARKS

Enrich + Engage

An Aspirational Master Plan
for the City of Elkhart Parks and
Recreation

Common Council Update
March 03, 2025



Introduction

- Overview of the Master Plan's purpose
- Heavy Public Engagement
- Highlights of the Master Plan
- Next Steps



OUR PARKS *BLOOM* by fostering sustainability, disaster resiliency, and ecological habitat



OUR PARKS *EXPAND* by spurring economic activity, development, and community growth



OUR PARKS *PLAY* by serving as recreation leaders, imagination drivers, and key education facilitators



OUR PARKS *AMPLIFY* by supporting engagement, equity, and inclusiveness for a diverse community



Our parks serve many important roles, facilitate critical social functions, and protect vital resources. These plan pillars highlight those aspects.



OUR PARKS *CONNECT* by joining neighborhoods, regions, partners, people



OUR PARKS SPEAKER SERIES

David Rubin, PLA, FASLA, FAAR
Four-time President and Governor



INCLUSIVENESS Series by Brandon Anderson
David Rubin, PLA, FASLA, FAAR, is principal of City of architecture, urban planning and landscape architecture firm. He has served as a member of the Board of Directors of the American Planning Association and the American Society of Landscape Architects, and received a Fellowship from the American Planning Association. He has also been recognized by the industry as one of the top 100 leaders in the planning profession.

Community Engagement



4-Part Speaker Series
on Key Capabilities / Aspects
of Master Planning
(Over 8500 Views)



22+ Focus Group Mtgs
Businesses, Community
Organizations, City Departments
(Over 1500 Pieces of Information Gathered)



10 Community Conversations
2 Public Open Houses
4 Pop-Up Events
3 Neighborhood Meetings

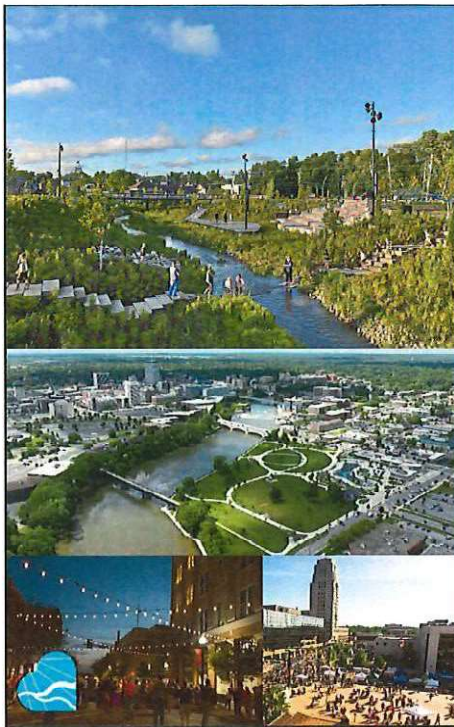


Public Survey in English and Spanish
Spanish available at all meetings
Meetings in every City District



Community Feedback

- Emphasis on safety, accessibility, and enhanced facilities.
- Need for better programming to make parks more inviting and functional – *Storytelling about the places!*
- Address awareness gaps for park locations, facilities, and programs.

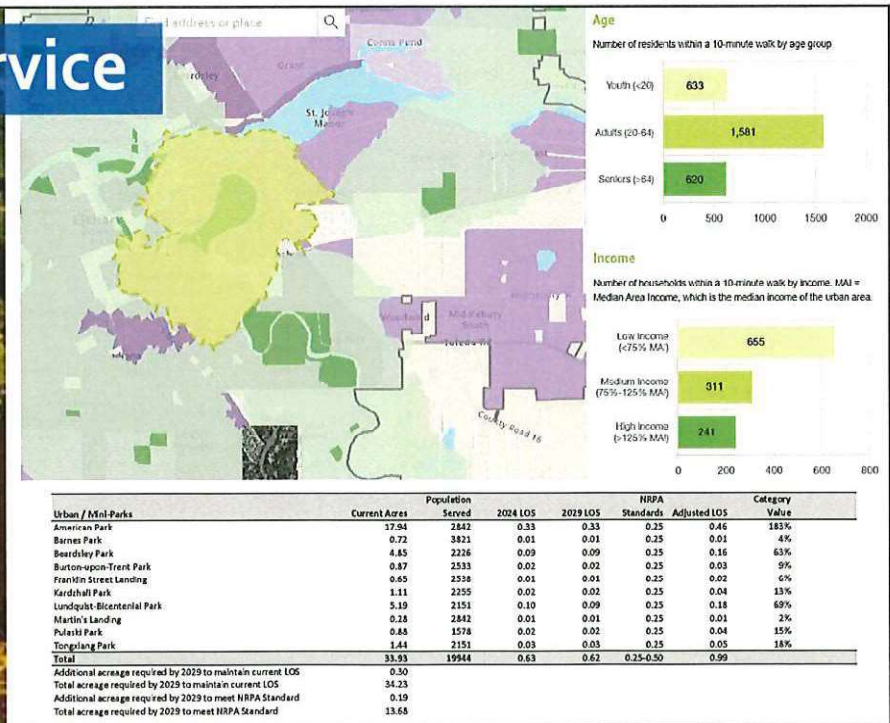


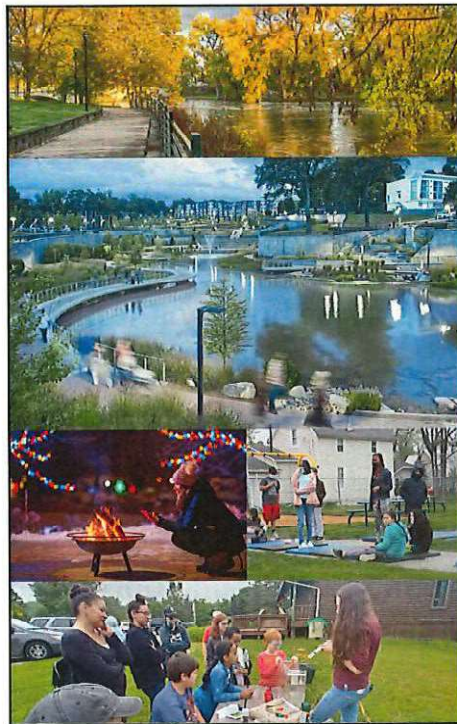
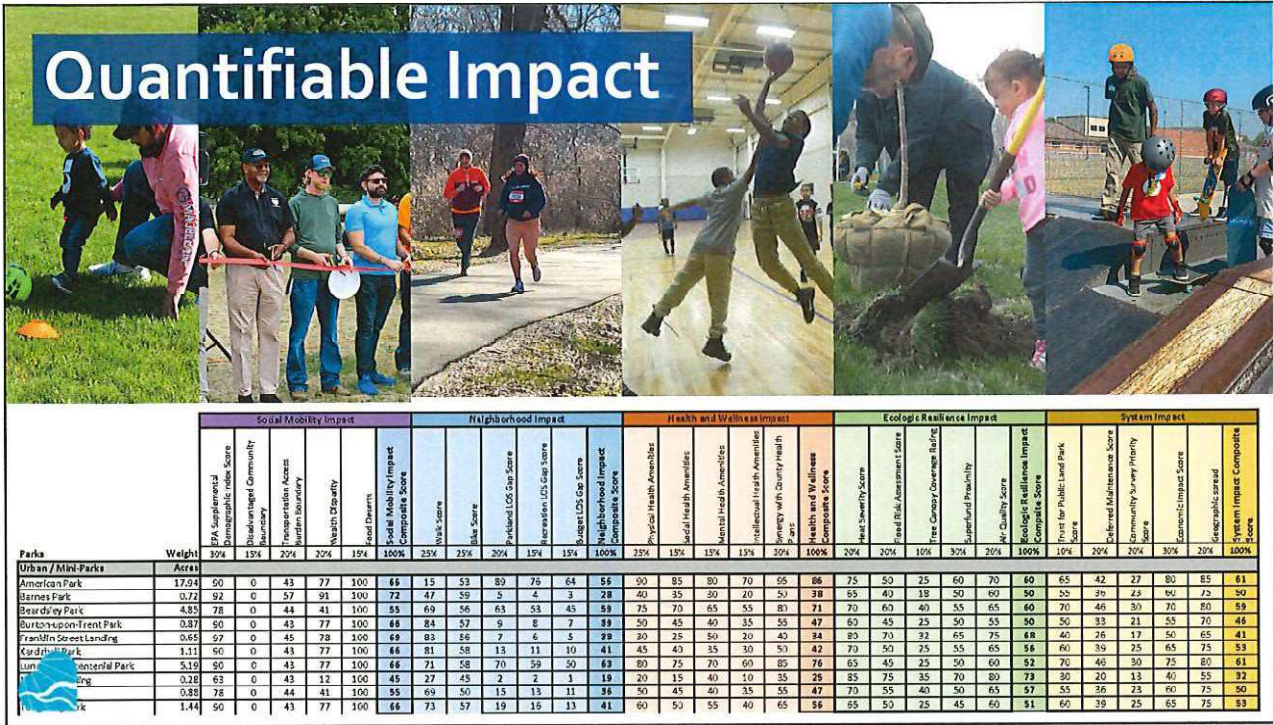
Benchmarks + Trends

- Regional and Local Differentiation
- Diversified Partnerships
- Holistic Wellness for All
- Durable Funding
- Nature Play



Level of Service





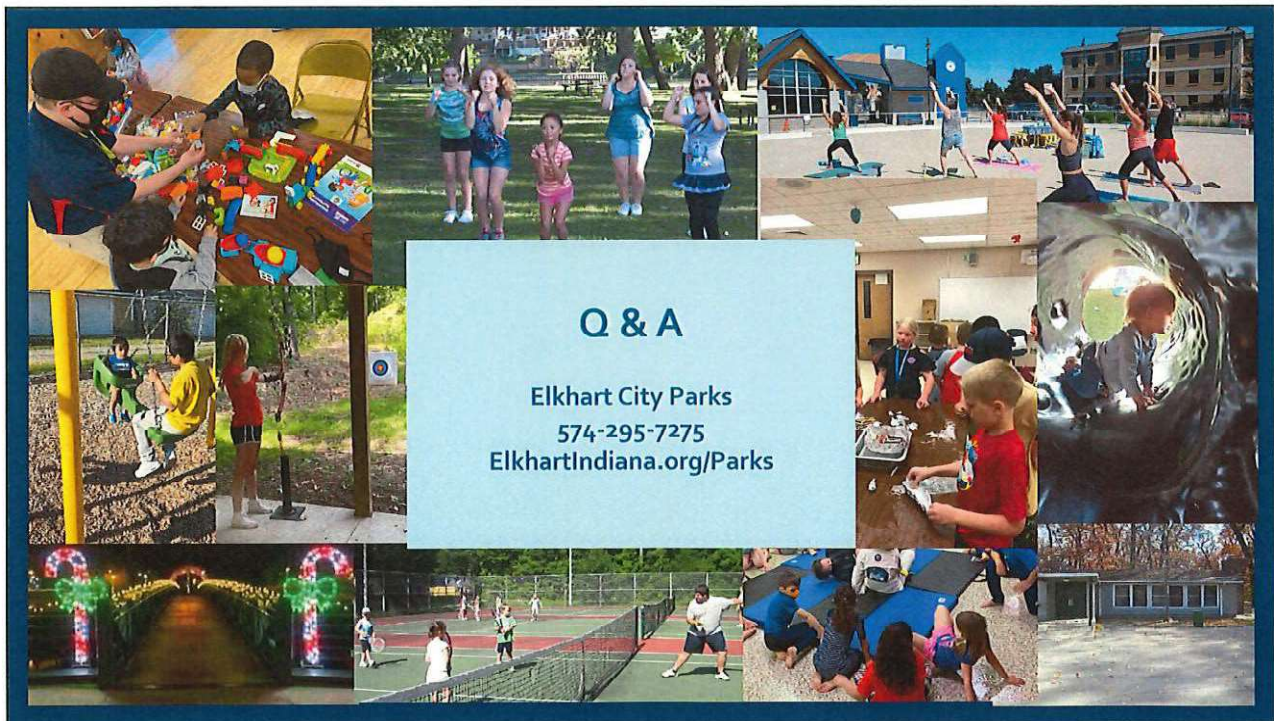
Key Findings + Highlights

- Year-round usability
- Expand health and wellness opportunities
- Addressing maintenance and service / accessibility gaps
- Increase awareness and communications
- Expand partnership and cooperative opportunities.
- Active neighborhood engagement and responsiveness.



Next Steps + Actions

- Finalize Goals / Strategies / Action Items
- Public Review, Adoption, and Phased Implementation Recommendations
- Call to action: Community participation and ongoing feedback





M E M O R A N D U M

Date: February 27, 2025

To: Arvis Dawson, Elkhart City Council President

From: Tory Irwin, Director of Public Works

RE: Ordinance Request - Proposed Amended Water Utility Rate Increase

AN ORDINANCE AMENDING ORDINANCE NO. 5963, ESTABLISHING RATES AND CHARGES FOR THE USE OF, AND SERVICES RENDERED BY, THE WATER UTILITY OF THE CITY OF ELKHART, INDIANA, BY REPLACING APPENDIX A AND APPENDIX B, AS APPROVED BY THE INDIANA UTILITY REGULATORY COMMISSION

On December 4, 2023, the Common Council adopted Ordinance No. 5963, establishing the rates and charges for the use of the Water Utility System of the City of Elkhart, Indiana, and for the services rendered by the Utility.

The rates adopted under Ordinance No. 5963 marked the first increase in fifteen (15) years. The increase was necessary for the Utility to maintain compliance with new EPA unfunded mandates for the remediation of lead service lines, as well as to allow the city to maintain its aging water infrastructure assets, and offset increases in the operational costs of the Utility, due to inflation in the costs of chemicals, materials, energy, and labor.

The Water Utility System of the City of Elkhart is regulated by the Indiana Utility Regulatory Commission (IURC). As such, Ordinance No. 5963 was adopted by the Council, subject to the approval of the IURC. On February 27, 2025, the IURC approved, with minor reductions, the rates reflected in Appendix A (Schedule of Rates and Charges for the City of Elkhart Water Utility) of Ordinance 5963; and on March 12, 2025, the IURC, approved, with minor reductions, the charges reflected in Appendix B (Schedule of Nonrecurring Charges for the City of Elkhart Water Utility).

Proposed Ordinance No. 25-O-08, if adopted by the Council, would amend Ordinance No. 5963, to codify the rates and charges approved by the Indiana Utility Regulatory Commission.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 5963, ESTABLISHING RATES AND CHARGES FOR THE USE OF, AND SERVICES RENDERED BY, THE WATER UTILITY SYSTEM OF THE CITY OF ELKHART, INDIANA, BY REPLACING APPENDIX A AND APPENDIX B, AS APPROVED BY THE INDIANA UTILITY REGULATORY COMMISSION

WHEREAS, the City of Elkhart, Indiana ("City") owns, operates and maintains a municipal water utility system (the "Utility") to provide safe drinking water for the benefit of the citizens of Elkhart; and

WHEREAS, the Utility operates under the jurisdiction of the Indiana Utility Regulatory Commission, which must approve all changes to rates, recurring and nonrecurring charges for water and services rendered by the Utility; and

WHEREAS, the Common Council of the City ("Council") adopted Ordinance No. 5963 amending rates, charges and nonrecurring charges for the water and services rendered by the Utility; and

WHEREAS, Ordinance No. 5963 was adopted, subject to the approval of the Indiana Utility Regulatory Commission (IURC).

WHEREAS, on February 27, 2025, the IURC approved, with minor reductions, the rates reflected in Appendix A (Schedule of Rates and Charges for the City of Elkhart Water Utility); and on March 12, 2025, the IURC, with minor downward adjustments, approved the charges reflected in Appendix B (Schedule of Nonrecurring Charges for the City of Elkhart Water Utility).

WHEREAS, on March 4, 2025, the Board of Public Works and Utilities (“Board”) adopted Resolution No. 25-R-03, recommending that the Council amend Ordinance No. 5963, to reflect the approvals of the IURC.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF ELKHART, INDIANA, AS FOLLOWS:

Section 1. The recurring rates and charges set out in Appendix A, attached hereto and made a part hereof, and non-recurring charges set out in Appendix B, attached hereto and made a part hereof, are hereby adopted and established as the rates and charges for the use of and the services rendered by the Water Utility System of the City of Elkhart, Indiana.

Section 2. All ordinances and parts of ordinances in conflict with this Ordinance are repealed upon this Ordinance becoming effective, as set forth herein.

Section 3. This Ordinance shall be in effect from and after its passage by the Common Council, and approval by the Mayor.

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APPENDIX A

Schedule of Rates and Charges for the City of Elkhart Water Utility

The rates and charges listed below shall become effective:

Phase I: Immediately following the passage of this Ordinance.

Phase II: No more than thirty (30) days before the closing of any Series 2026 debt.

Phase III: No more than thirty (30) days before the closing of any Series 2027 debt.

(A) **Monthly metered rates.** Each customer shall be charged the following rates based upon the use of water supplied by the Water Utility.

		Phase I	Phase II	Phase III
<u>Monthly Metered Rates</u> (per 1,000 gallons)				
First	29,900 gallons	\$ 2.58	\$ 2.66	\$ 2.74
Next	553,500 gallons	1.99	2.05	2.11
Next	508,600 gallons	1.59	1.64	1.69
Over	1,092,000 gallons	1.34	1.39	1.43
<u>Monthly Metered Rates</u> (per 100 cubic feet)				
First	4,000 cubic feet	\$ 1.93	\$ 1.99	\$ 2.05
Next	74,000 cubic feet	1.48	1.53	1.58
Next	68,000 cubic feet	1.19	1.23	1.27
Over	146,000 cubic feet	1.01	1.04	1.07

(B) **Service charge.** Each user is subject to the following service charge per month which is added to the volume charge in excess of a minimum use.

	Phase I	Phase II	Phase III
5/8 inch meter	\$ 2.98	\$ 3.07	\$ 3.16
3/4 inch meter	3.27	3.37	3.47
1 inch meter	4.01	4.14	4.26
1 1/2 inch meter	6.10	6.30	6.48
2 inch meter	9.01	9.30	9.58
3 inch meter	17.34	17.91	18.44
4 inch meter	29.04	30.00	30.88
6 inch meter	62.41	64.46	66.36
8 inch meter	109.12	112.70	116.03

(C) **Minimum charge.** Each user shall pay a minimum charge according to the following meter size for which the user will be entitled to the quantity of water shown for each month. This charge includes the monthly service charge listed in division (B) of this section.

		Phase I	Phase II	Phase III
5/8 inch meter	\$	10.70	\$ 11.05	\$ 11.38
3/4 inch meter		14.85	15.34	15.79
1 inch meter		23.32	24.08	24.79
1 1/2 inch meter		44.71	46.18	47.55
2 inch meter		70.79	73.12	75.28
3 inch meter		124.19	128.27	132.07
4 inch meter		195.14	201.56	207.51
6 inch meter		376.62	389.00	400.50
8 inch meter		601.07	620.83	639.18

(D) *Municipal and public fire hydrants.*

Each user shall pay a charge according to the following meter size as shown below.

		Phase I	Phase II	Phase III
5/8 inch meter	\$	3.65	\$ 3.77	\$ 3.88
3/4 inch meter		4.01	4.14	4.26
1 inch meter		5.10	5.27	5.43
1 1/4 inch meter		5.83	6.02	6.20
1 1/2 inch meter		6.57	6.79	6.99
2 inch meter		10.58	10.93	11.25
3 inch meter		40.11	41.43	42.65
4 inch meter		51.07	52.75	54.31
6 inch meter		76.60	79.11	81.45
8 inch meter		105.77	109.25	112.48

(E) *Private fire hydrants - per hydrant:*

		Phase I	Phase II	Phase III
Per Hydrant	\$	37.19	\$ 38.41	\$ 9.55

(F) *Private fire protection service (automatic sprinkler system):*

Line Size (in inches)		Phase I	Phase II	Phase III
2 inch connection	\$	4.10	\$ 4.23	\$ 4.35
4 inch connection		16.72	17.27	17.78
6 inch connection		37.19	38.41	39.55
8 inch connection		66.20	68.38	70.40
10 inch connection		103.40	106.80	109.96
12 inch connection		148.76	153.65	158.19

(F) *Temporary users.* Water furnished to temporary users, such as contractors, shall be charged on the basis of the metered rates as metered or estimated by the utility manager.

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APPENDIX B

Schedule of Nonrecurring Charges for the City of Elkhart Water Utility

<i>Schedule of Nonrecurring Charges</i>	
Insufficient payment charge	\$15.00
Recording/release of water liens Liens are for assessment and tap contracts only	\$63.00
Hourly rate, minimum 1 hour ¹	\$38.00
After hours service call, minimum	\$114.00
Visit to reconnect service (turned off for cause)	\$38.00
Bacteriological analysis	\$40.00
Fill swimming pool	\$165.00
Permanent disconnection permit	\$250.00
New customer deposit	\$54.30
Meter testing (5/8" - 1")	\$76.00
Damaged or lost meters	At cost
<i>3" Fire hydrant meter and backflow deposit</i>	\$3,600.00
<i>Fire hydrant use, metered fee</i>	See metered rates
<i>Fire hydrant use, unmetered water fee</i>	\$76.65/per hour
<i>Fee for illegal use of hydrant:</i>	
<p>The fee for illegal use of hydrant will be \$900, plus recovery of charges for the amount of water stolen. Stolen water charges will be calculated using the utility's approved metered rates and charges. The amount of water stolen will be estimated by the utility's superintendent on a per incident basis. This fee does not eliminate any criminal liability associated with the theft of the water.</p>	
<i>Repair</i> Time and materials	
<ul style="list-style-type: none"> - Labor will be charged at \$38.00/hour during regular hours and \$57.00/hour for overtime. - Materials will be charged according to materials bid plus 20% handling fee. - Equipment will be charged according to established equipment charges. 	
<i>Tap fees</i>	
Up to and including 1"	\$900.00
For taps greater than 1"	Actual cost

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So ORDAINED this _____ day of _____, _____.

Arvis Dawson
President of the Common Council

ATTEST:

Debra D. Barrett, City Clerk

PRESENTED to the Mayor by me this _____ day of _____, _____, at
_____ a.m./p.m.

Debra D. Barrett, City Clerk

Approved by me this _____ day of _____, _____.

Rod Roberson, Mayor

ATTEST:

Debra D. Barrett, City Clerk

Elkhart Fire
500 East Street
Elkhart, IN 46516

Phone: (574) 293-8931
Fax: (574) 522-1023
Fire.Admin@Elkhartfire.org



Rodney Dale
Fire Chief

Kristi Sommer
Assistant Fire Chief

Memorandum

To: Arvis Dawson, President, Elkhart City Council

From: Rodney Dale, Fire Chief, Elkhart Fire Department

Date: March 17th, 2025

Subject: Request for Appropriation for New Fire Station No. 6

The Elkhart Fire Department requests a \$8,984,000 appropriation for the construction of our new Fire Station No. 6. The new facility is critical for enhancing our emergency response capabilities and ensuring the safety and well-being of our community.

As you are aware, the current Fire Station No. 6 is outdated and lacks the necessary infrastructure to support our growing team and advanced firefighting equipment. The new fire station will not only provide improved facilities for our firefighters but also include state-of-the-art equipment and technology to better serve the residents of Elkhart.

We have already completed the preliminary planning and design phases, and construction bids were opened on March 4, 2025. Securing the appropriation will enable us to move forward with the construction as planned and avoid any delays that could impact our ability to respond effectively to emergencies.

Thank you for your consideration.



ORDINANCE NO. _____

AN ORDINANCE APPROPRIATING EIGHT MILLION NINE HUNDRED EIGHTY-FOUR THOUSAND DOLLARS (\$8,984,000.00) FROM THE GENERAL FUND FOR THE NEW FIRE STATION SIX (6)

WHEREAS, the Elkhart City Fire Station Number Six (6), currently located at Bristol Street and Osolo Road, requires replacement due to its insufficient capacity to accommodate modern firefighting equipment and operational needs; and

WHEREAS, a newly constructed Fire Station Number 6, situated at 2650 Ada Drive (south of County Road 6 and east of Jeanwood Drive) would enhance the Fire Department's ability to serve both the residential and industrial areas in the northeastern parts of City, being strategically located for improved response times and service coverage; and

WHEREAS, the cost of the project is estimated to be Eight Million Nine Hundred Eighty-Four Thousand Dollars (\$8,984,000.00), based upon the bids recently received by the Board of Public Works and Utilities; and

WHEREAS, the Administration requests that the Common Council of the City of Elkhart appropriate the sum of Eight Million Nine Hundred Eighty-Four Thousand Dollars (\$8,984,000.00) from the General Fund for the construction of a new Fire Station 6; and

WHEREAS, the General Fund contains funds sufficient and appropriate for the project.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF ELKHART, INDIANA, THAT:

Section 1. The amount of Eight Million Nine Hundred Eighty-Four Thousand Dollars (\$8,984,000.00) from the General Fund and assigned to the following account line:

Account No. 1101-5-214-4420400 Buildings & Structures \$ 8,984,000.00

Section 2. The Common Council has fixed the ____ day of _____, _____, at 6:00 p.m., in the Council Chambers, as the date, time and place when the Common Council will consider and determine the appropriation, and all taxpayers and interested persons will have the opportunity to appear and express their views.

Section 3. This Ordinance shall be in effect from and after its passage by the Common Council and approval by the Mayor according to law.

SO ORDAINED this _____ day of _____, _____.

Arvis Dawson
President of the Common Council

ATTEST:

Debra D. Barrett, City Clerk

PRESENTED to the Mayor by me this ____ day of _____, _____
at _____ a.m./p.m.

Debra D. Barrett, City Clerk

Approved by me this _____ day of _____, _____.

Rod Roberson, Mayor

ATTEST:

Debra D. Barrett, City Clerk



CITY OF ELKHART NEW FIRE STATION NO. 6

ELKHART, INDIANA

RELEASE FOR BID
FEBRUARY 1, 2025

CITY OF ELKHART - BOARD OF PUBLIC WORKS

MICHAEL G. WACHLAN, PRESIDENT _____ DATE _____

John

JAMIE ARCE, VICE-PRESIDENT _____ DATE _____

ANDY JONES, MEMBER _____ DATE _____

Ronnie Davis

RONNIE DAVIS, MEMBER _____ DATE _____

Rose Rivera

ROSE RIVERA, MEMBER _____ DATE _____

CITY OF ELKHART - MAYOR'S OFFICE

ROD ROBERSON, MAYOR

CITY OF ELKHART - COMMON COUNCIL

- AARON MISHLER, 1ST DISTRICT
- CHAD CRABTREE, 2ND DISTRICT
- DAVID E. HENKE, 3RD DISTRICT
- DWIGHT FISH, 4TH DISTRICT
- H. BRENT CURRY, 5TH DISTRICT
- LATONYA KING, AT-LARGE
- TONDA HINES, AT-LARGE
- ARVIS DAWSON, AT-LARGE
- ALEX HOLTZ, AT-LARGE

CITY OF ELKHART - PUBLIC WORKS & UTILITIES

TORY IRWIN, PE, CITY ENGINEER
JEFF SCHAFER, PE, ASST. CITY ENGINEER

CITY OF ELKHART - CITY OF ELKHART FIRE DEPARTMENT

RODNEY DALE, FIRE CHIEF
KRISTI SOMMERS, CHIEF OF EMS OPERATIONS

CITY OF ELKHART PROJECT NO. QA 7978
DLZ PROJECT NO. 2361-4982-50



ARCHITECT/ENGINEER:
DLZ Indiana, LLC
22-1 E. Jefferson Blvd.
South Bend, IN 46815
Ph: 574.236.4400
www.dlz.com



SIGNATURES OF REGISTERED PROFESSIONALS:

- PRINCIPAL ARCHITECT: *Shane P. Nussle*, State of Indiana, No. 19-001274
- STRUCTURAL: *Gregory A. Youmans, P.E.*, State of Indiana, No. 120003
- MECHANICAL: *James W. Stapp, P.E.*, State of Indiana, No. 120003
- ELECTRICAL: *Michael G. Wachlan*, State of Indiana, No. 120003

NO.	REVISION	DATE

DLZ
ARCHITECTURE • CONSTRUCTION • PLANNING
SURVEYING • CONSTRUCTION SERVICES
DIZ INDIANA, LLC



GENERAL IMPROVEMENT NOTES

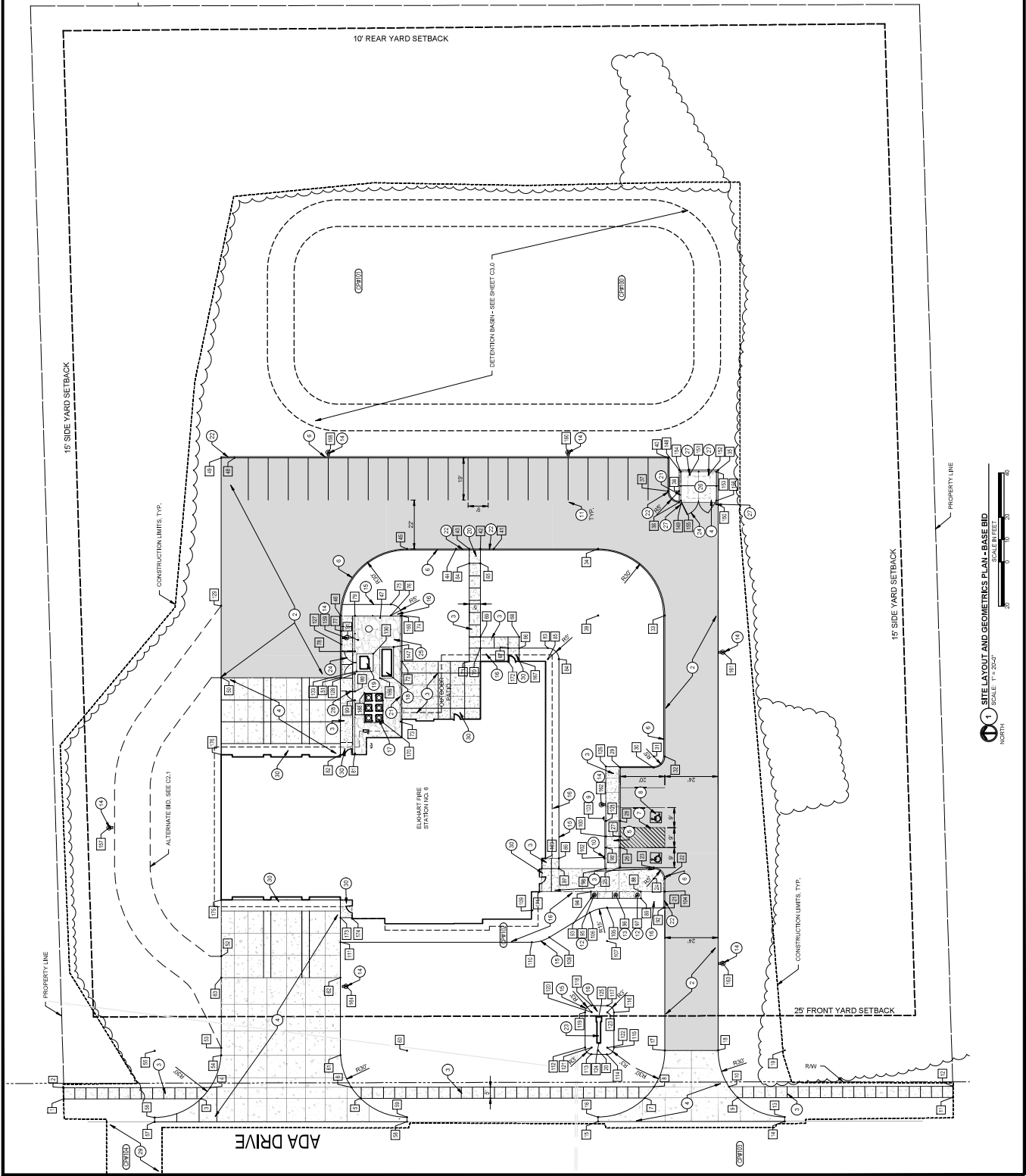
- UTILITIES SHOWN ARE APPROXIMATE. FIELD VERIFY PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL VERIFY ALL UTILITIES FROM THE TOP OF CURBS, WALLS, AND/OR BUILDINGS UNLESS OTHERWISE NOTED.
- CONSTRUCTION LIMITS SHOWN ARE APPROXIMATE. ADJUSTMENTS TO THE LIMITS INDICATED TO CONSTRUCTION ACTIVITY MAY BE NECESSARY. CONTRACTOR SHALL FIELD MARK ANY PROPOSED CHANGES TO THE CONSTRUCTION LIMITS AND OBTAIN ARCHITECT APPROVAL PRIOR TO BEGINNING CONSTRUCTION.
- ALL AREAS DIVIDED, NOT BUILT, PAVED OR OTHERWISE COVERED BY CONSTRUCTION, SHALL BE SEED PER THE REQUIREMENTS OF SECTION 320115 FOR PLANTING LOCAL MIX.
- CONCRETE JOINTS SHOWN TO IDENTIFY DESIGN INTENT. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS IDENTIFYING ALL JOINTS TO THE ARCHITECT FOR APPROVAL PRIOR TO CONSTRUCTION.

- SITE IMPROVEMENT KEY**
- 1 CONCRETE PAVEMENT - BYPASS LAINE (ALT.)
 - 2 ASPHALT PAVEMENT
 - 3 CONCRETE PAVEMENT - PEDESTRIAN
 - 4 CONCRETE PAVEMENT - VEHICULAR
 - 5 CURB RAMP - PARALLEL
 - 6 STRAIGHT CONCRETE CURB
 - 7 ACCESSIBLE 4" @ 24" O.C.
 - 8 ACCESSIBLE PARKING POST SIGN
 - 9 ACCESSIBLE (VAN) PARKING POST SIGN
 - 10 PAVEMENT MARKINGS - 4"
 - 11 FLAGPOLE 30' FT.
 - 12 SITE LIGHTING - REFER TO ELECTRICAL
 - 13 STEEL LANDSCAPE EDGING
 - 14 STONE MULCHED PLANTING BED
 - 15 PAD MOUNTED HVAC EQUIPMENT
 - 16 PAD TO BE CONTIGUOUS - REFER TO MECHANICAL
 - 17 PAD MOUNTED TRANSFORMER - REFER TO ELECTRICAL
 - 18 PAD MOUNTED TRANSFORMER - REFER TO ELECTRICAL
 - 19 LOWERED SCREEN PANEL SYSTEM - 8' FT. (ALT.)
 - 20 CURB TAPER
 - 21 MOUNTED SIGN - REFER TO STRUCTURAL
 - 22 DOUBLE SWING GATE
 - 23 SERVICE AREA (STONE MULCH)
 - 24 DAMPSTER BY OWNER
 - 25 PIPE ECOLAP
 - 26 SINGLE SWING GATE
 - 27 FULL DEPTH ASPHALT PATCHING. FULL EXTENTS FOR UTILITY CUT
 - 28 STOOP. REFER TO STRUCTURAL

LEGEND

- CONCRETE PAVEMENT - VEHICULAR
- CONCRETE PAVEMENT - PEDESTRIAN

IMPROVEMENT COORDINATE. SEE SCHEDULE ON DRAWING C2.2.





NO.	REVISION	DATE

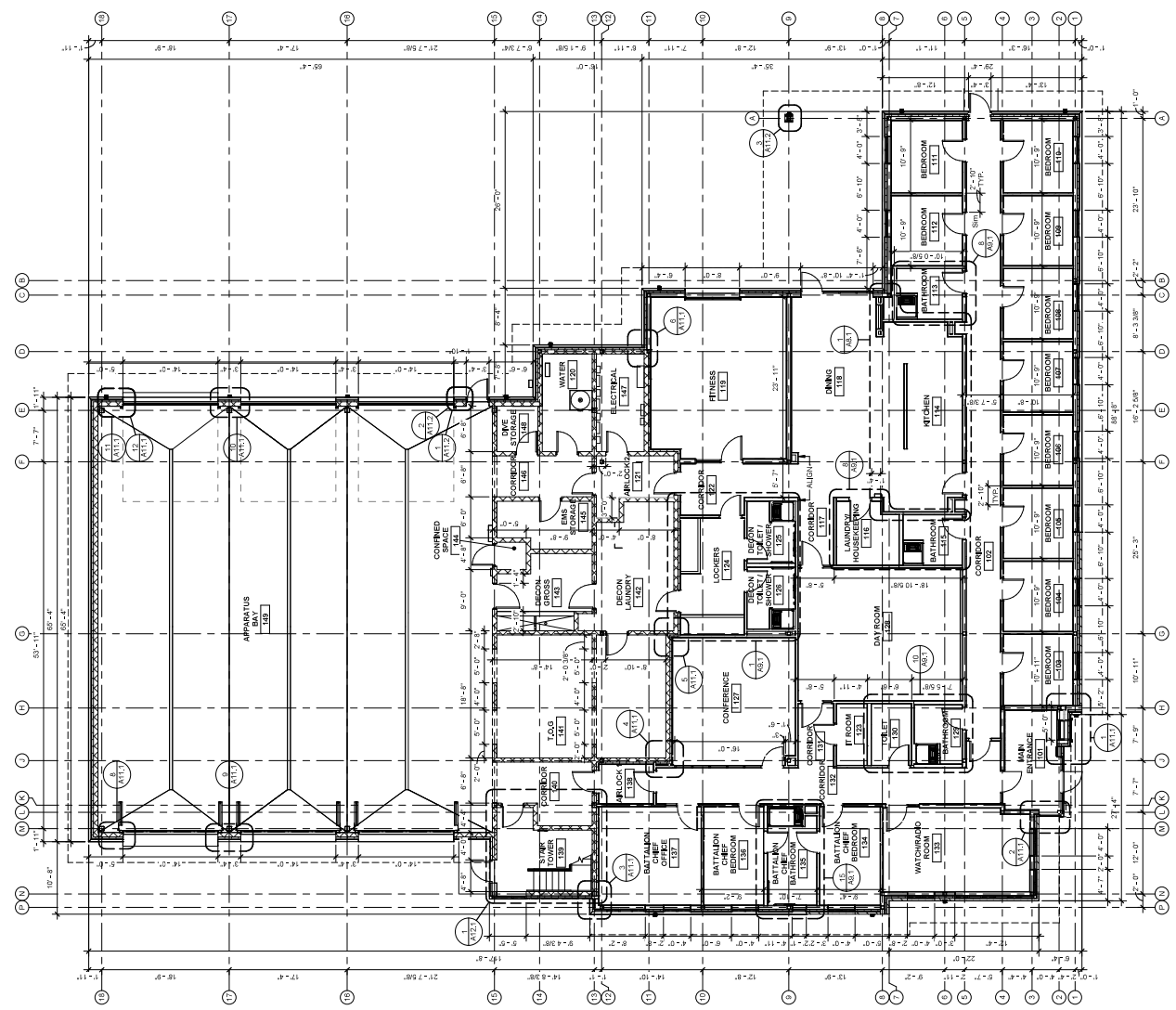
PROJECT NUMBER: 2361-4982-50
DATE: FEBRUARY 1, 2025
DRAWN BY: ZJR
CHECKED BY: [Signature]
DESIGNED BY: [Signature]

CITY OF ELKHART
NEW FIRE STATION NO. 6
FIRST FLOOR PLAN - DIMENSIONS

ARCHITECTURE: A2.0
DRAWING NUMBER: ELKHART

GENERAL NOTES:
A. REFER TO 01 FOR ADDITIONAL GENERAL NOTES AND INFORMATION.
B. INSTALL CORNER GUARDS AT ALL WALL OUTSIDE CORNERS AND REFER TO PROJECT MANUAL SECTION 05.25.00.

KEYNOTES

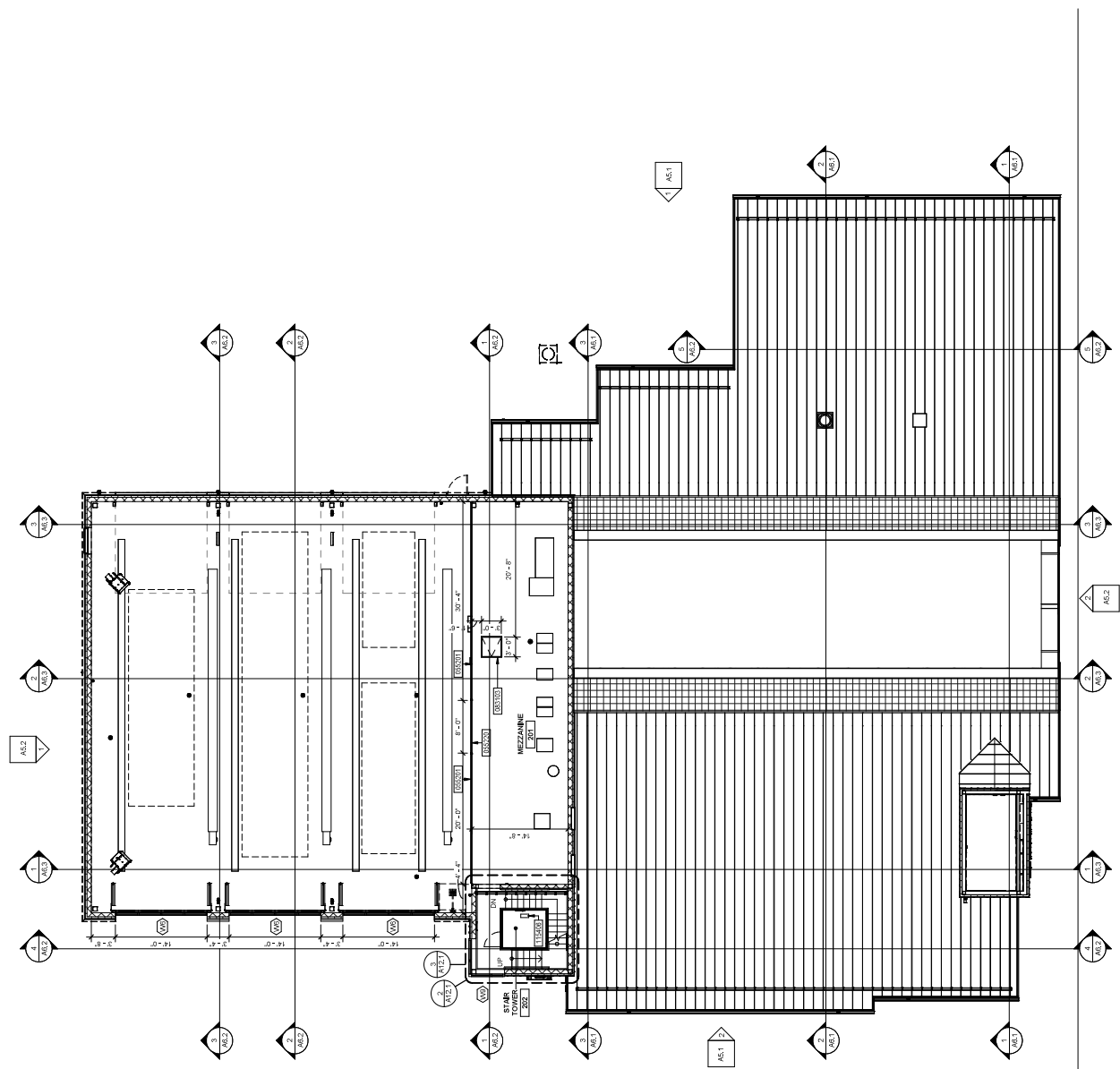


1 FIRST FLOOR PLAN - DIMENSIONS
SCALE: 1/8" = 1'-0"
NORTH



GENERAL NOTES:
 A. REFER TO ALL GENERAL NOTES AND SPECIFICATIONS.
 B. INSTALL CORNER GUARDS AT ALL WALL OUTSIDE CORNERS WITH CYPRUS BOARD. REFER TO PROJECT MANUAL SECTION 05 10 00.
 C. ALL METAL GUARDRAIL SYSTEMS SHALL BE FINISHED TO MATCH EXISTING CHAIN LINK. MOUNTED TO ROOF STRUCTURE ABOVE.

KEYNOTES:
 000201 METAL GUARDRAIL SYSTEM, PAINT
 000220 REMOVABLE METAL GUARDRAIL SYSTEM, PAINT
 081103 FLOOR MOUNTED ACCESS HATCH
 114806 ELECTRIC CHAIN LINK, MOUNTED TO ROOF STRUCTURE ABOVE



1 MEZZANINE FLOOR PLAN
SCALE: 1/8" = 1'-0"
NORTH

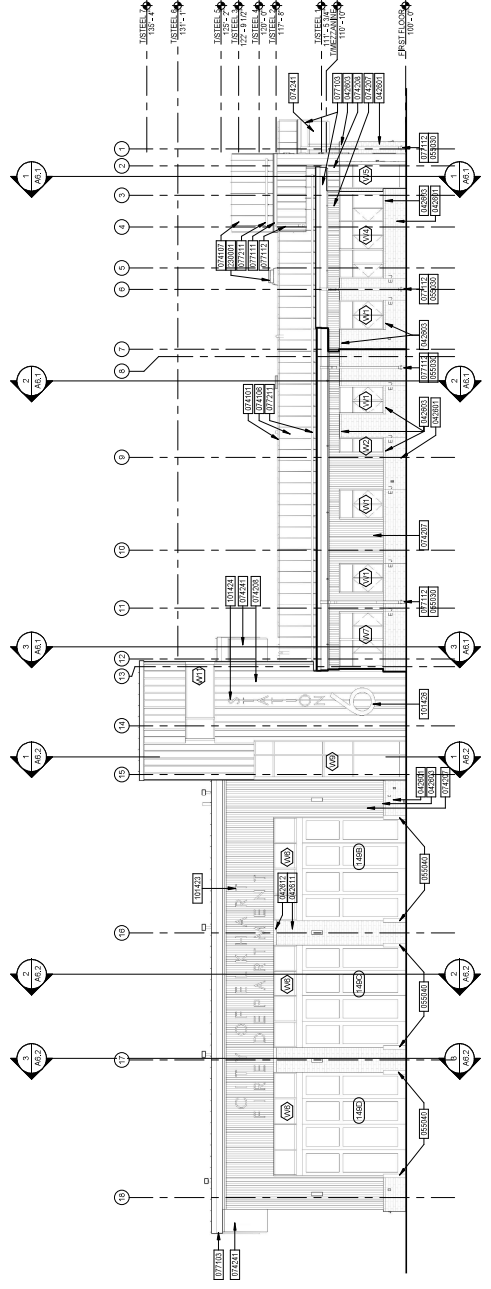


GENERAL NOTES:

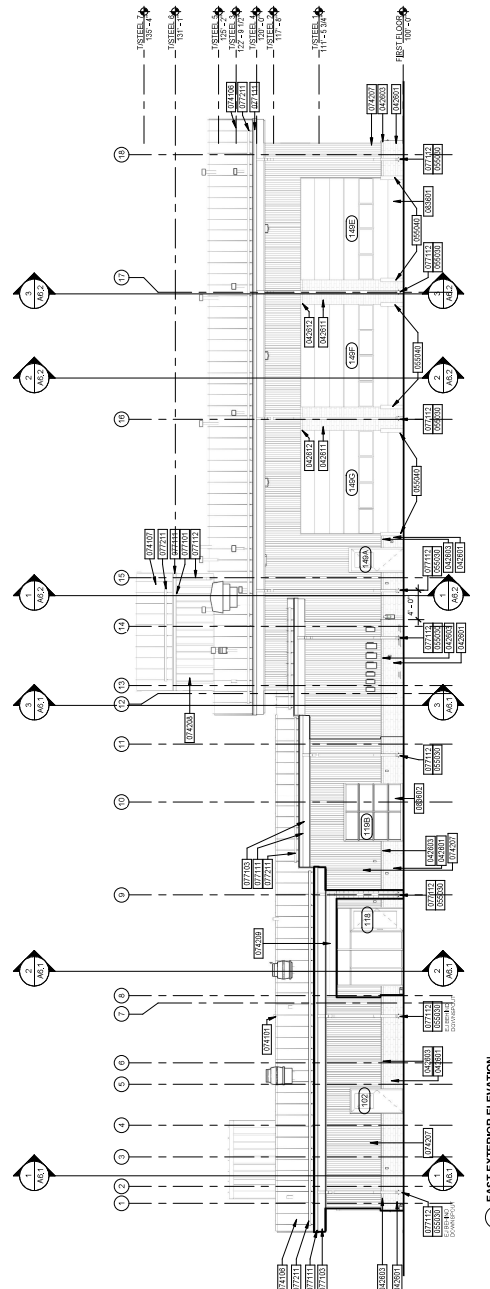
- A. REFER TO 05.1 FOR ADDITIONAL GENERAL NOTES AND
- B. INSTALL CONTROL JOINTS ON CMU AS EXHIBIT B. JOINTS IN MASONRY WALL SYSTEMS AS SHOWN IF NOT SPECIFIED OTHERWISE. JOINTS SHALL FALL IN ACCORDANCE WITH INDUSTRY STANDARDS.
- C. FASCIA, GUTTERS AND DOWNSPOUTS AT THE MAIN ENTRANCE TOWER AND THE STAIR TOWER TO MATCH METAL PANEL TYPE 1. MATCH METAL PANEL TYPE 1 AT ALL OTHER LOCATIONS TO MATCH THE ROOF COLOR.

KEYNOTES

- 04201 MASONRY BRICK VENEER - TYPE 1, STRETCHER COURSE
- 04202 MASONRY BRICK VENEER - TYPE 2, ROWLOCK COURSE
- 04203 MASONRY BRICK VENEER - TYPE 2, STRETCHER COURSE
- 04204 MASONRY BRICK VENEER - TYPE 2, STRETCHER COURSE
- 04205 MASONRY BRICK VENEER - TYPE 2, ROWLOCK COURSE
- 05000 METAL DOWNSPOUT BOOT
- 07401 HIDE CAP
- 07406 STANDING-SEAM METAL ROOF SYSTEM, TYPE-1
- 07407 STANDING-SEAM METAL ROOF SYSTEM, TYPE-2
- 07420 METAL WALL PANEL, TYPE 1
- 07429 METAL WALL PANEL, TYPE 2
- 07429 METAL WALL PANEL, TYPE 3
- 07424 PREFINISHED METAL SOFFIT, TYPE 1
- 07701 PREFINISHED METAL FASCIA
- 07703 2X WOOD WITH PREFINISHED METAL FASCIA FLAT TO SLOPED TRANSITION PIECE
- 07711 METAL GUTTER WITH LEAF/GUARD
- 07712 METAL DOWNSPOUT
- 07721 RAIL-TYPE SEMI-MOUNTED SNOY GUARD
- 08901 SECTIONAL OVERHEAD DOOR AND FRAME, TYPE 1, 16' TALL, LEFT TRACK TO FOLLOW BOTTOM CURVE OF ROOF, 5/8"1
- 08902 SECTIONAL OVERHEAD DOOR AND FRAME, TYPE 2, 16' TALL
- 10423 DIMENSIONAL LETTER BRASSAGE, TYPE 1, 16" TALL
- 10424 DIMENSIONAL LETTER BRASSAGE, TYPE 2, 16" TALL
- 10425 DIMENSIONAL LETTER BRASSAGE, TYPE 2, 27" TALL
- 20001 EXHAUST FAN



2 WEST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



1 EAST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"





PROJECT NUMBER	2361-4982-50
DATE	FEBRUARY 1, 2025
REVISIONS	2/28
DESIGNED BY	SRK
CHECKED BY	SRK
DATE	

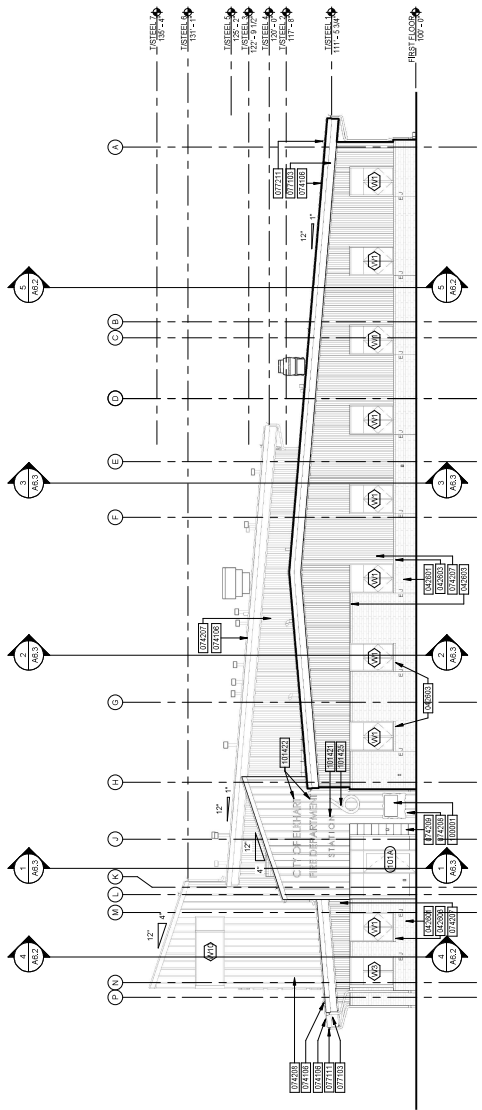
CITY OF ELKHART
 NEW FIRE STATION NO. 6
 NORTH & SOUTH EXTERIOR ELEVATIONS

GENERAL NOTES:

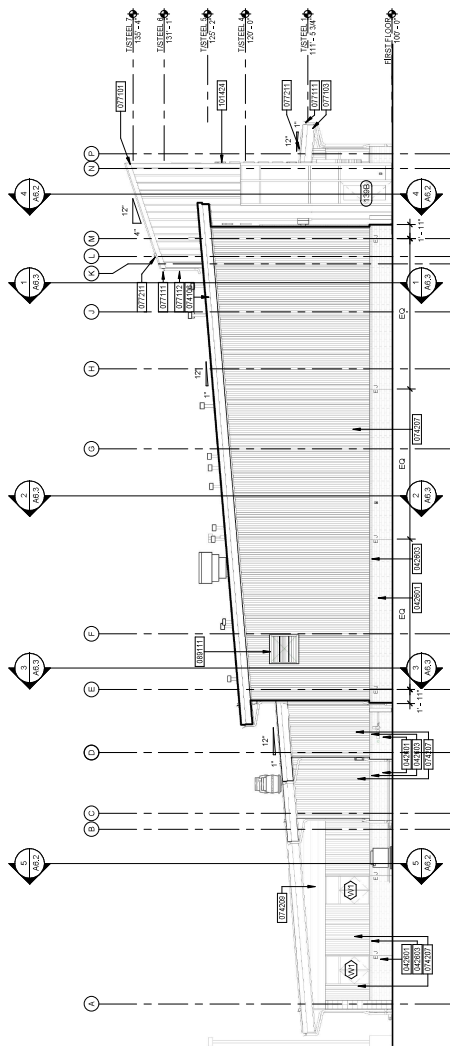
- FOR ADDITIONAL GENERAL NOTES AND INFORMATION.
- INSTALL CONTROL JOINTS IN CMU AND EXPANSION JOINTS IN MASONRY WALL SYSTEMS AS SHOWN IF NOT SPECIFIED OTHERWISE. REFER TO THE MASONRY STANDARDS.
- FASCIA, GUTTERS, AND DOWNSPOUTS AT THE MAIN ENTRANCE TOWER AND THE STAR TOWER TO MATCH METALS AT ALL OTHER LOCATIONS TO MATCH THE ROOF COLOR.

KEYNOTES:

- 04201 MASONRY BRICK VENEER - TYPE 1, STRETCHER COURSE
- 04203 MASONRY BRICK VENEER - TYPE 1, ROWLOCK COURSE
- 07406 STANDING-SEAM METAL ROOF SYSTEM TYPE-1
- 07407 METAL WALL PANEL TYPE 1
- 07408 METAL WALL PANEL TYPE 2
- 07409 METAL WALL PANEL TYPE 3
- 07701 PREFINISHED METAL FASCIA
- 07703 2X WOOD WITH PREFINISHED METAL FASCIA FLAT TO SLOPED TRANSITION PIECE
- 07711 METAL GUTTER WITH LEAFGUARD
- 07712 METAL DOWNSPOUT
- 07721 1/4" TYPE SEAM MOUNTED SNOW GUARD
- 08111 6" X 6" BRICK VENEER WITH BRICK FINISH. PROVIDE FANGE EXTENSION TO CONCEAL INTERIOR JOINTS. HEAD AND SILL OF WALL REFER TO LOWER JOINTS. SEE PLAN.
- 10001 SAFE HAVEN BARN BOX
- 10421 DIMENSIONAL LETTER BRASSAGE TYPE 1, 8" TALL
- 10422 DIMENSIONAL LETTER BRASSAGE TYPE 1, 12" TALL
- 10424 DIMENSIONAL LETTER BRASSAGE TYPE 2, 16" TALL
- 10425 DIMENSIONAL LETTER BRASSAGE TYPE 2, 48" TALL



2 SOUTH EXTERIOR ELEVATION
 SCALE: 1/8" = 1'-0"



1 NORTH EXTERIOR ELEVATION
 SCALE: 1/8" = 1'-0"

Rod Roberson
Mayor

Michael Huber
Director of Development Services



Development Services
Community Development
Economic Development
Planning Services
Redevelopment
229 S. Second St.
Elkhart, IN 46516
574.294.5471
Fax: 574.295.7501

DATE: March 17, 2024

TO: Elkhart Common Council Members

FROM: Mike Huber, Director of Development Services

RE: Tax Phase-in Application for Worldwide Foam

Background

Worldwide Foam is a supplier and producer of foam products and adhesives. They service the automotive industry and major retail chains, supplying companies all around the country. Worldwide Foam’s headquarters is located at 1806 Conant Street in Elkhart.

Private Investment

Worldwide Foam plans to invest \$2,843,470 in personal property equipment. This is projected to create 56 new jobs, with an average annual salary of \$59,477.

Upon approval, the project would be phased in over five years. The table below highlights the planned investments.

Calendar Year	2025	2026	2027	Total
Manufacturing equipment	\$2,443,470	\$150,000	\$150,000	\$2,743,470
Research and Development equipment		\$25,000	\$25,000	\$50,000
Logistics Distribution equipment				
Information Technology equipment	\$25,000	\$25,000		\$50,000
Total	\$2,468,470	\$200,000	\$175,000	\$2,843,470

Calendar Year	2025	2026	2027	Total
Management		1		1
Professional/Technical	1			1
Sales				
Office/Administrative Support		3		3
Production Supervision	1			1
Production	15	33		48
Maintenance	1	1		2
Other				
Total	18	38		56

Recommendation

Our staff, with support from the EDC, is recommending a five-year personal property tax phase-in.

RESOLUTION NO. R_____

**A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ELKHART,
INDIANA, DECLARING A CERTAIN AREA TO BE AN ECONOMIC
REVITALIZATION AREA FOR THE PURPOSE OF GRANTING TAX PHASE-IN
BENEFITS TO JACOBS AND THOMPSON LTD, DBA WORLDWIDE FOAM \ CJSB
PROPERTIES INC.**

WHEREAS, Indiana Code 6-1.1-12.1 (the “Act”) authorizes the Common Council of the City of Elkhart, Indiana (“Common Council”) to designate an area within the territorial boundaries of the City of Elkhart, Indiana as an economic revitalization area, as that term is defined in Section 1 of the Act, for the purpose of allowing certain qualified businesses the right to receive deductions from the assessed value of improvements made to real property and personal property located in the economic revitalization area; and

WHEREAS, Jacobs and Thompson LTD dba Worldwide Foam \ CJSB Properties Inc., (hereinafter the “Applicant\Property Owner”) filed an application with the City of Elkhart, requesting that the real estate described in Exhibit A attached to this Resolution (the “Area”) be designated as an economic revitalization area by the Common Council for the purpose of allowing a deduction from the assessed value of the manufacturing, research and development, and information technology equipment, invested to increase manufacturing production and capacity, to test materials, develop prototypes and automation (the “New Equipment”); and

WHEREAS, the Applicant\Property Owner filed with the City a Statement of Benefits Form (SB-1/Personal Property) for the New Equipment (hereinafter the “Statement of Benefits”); and

WHEREAS, prior to the installation of the New Equipment, the Area had become undesirable for, or impossible of, normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings, or other factors which have impaired values and prevented normal development and use of the property; and

WHEREAS, the Common Council has caused to be prepared maps and plats showing the boundaries of the Area; and

WHEREAS, the Common Council has studied the Area and considered the Applicant\Property Owner’s request to designate the area as an economic revitalization area and the Statement of Benefits.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF ELKHART, INDIANA, as follows:

1. After considering the evidence presented at the public meeting conducted this date, the Common Council hereby finds and determines that:

A. the estimate of the cost of the New Equipment is reasonable for equipment of this type in this Area;

B. the estimate of the number of individuals who will be employed or whose employment will be retained in the Area can reasonably be expected to result from the installation of the New Equipment;

C. the estimate of the annual salaries of those individuals who will be employed or whose employment will be retained in the Area can reasonably be expected to result from the installation of the New Equipment;

D. the other benefits about which information was requested are benefits that can reasonably be expected to result from the installation of the New Equipment; and

E. the totality of benefits is sufficient to justify declaring the Area as an economic revitalization area and allowing deductions in accordance with the Act.

2. The Area is hereby designated an economic revitalization area under Section 2.5 of the Act (the "ERA") and subject to the requirements of the Act for the purpose of allowing a deduction from the assessed value of the New Equipment.

3. The Administrative Assistant of the Common Council is hereby authorized and directed to make all filings necessary or desirable with the Elkhart County Assessor, to publish all notices required by the Act, and to take all other necessary actions to carry out the purposes and intent of this Resolution and to establish and designate the Area as an economic revitalization area.

4. The Administrative Assistant of the Common Council is further authorized and directed to file this Declaratory Resolution, together with any supporting information, with each of the officers of each taxing unit that has authority to levy property taxes in the Area, as provided in the Act.

5. This Declaratory Resolution shall be submitted to the public for hearing and remonstrance as provided by the Act; and said public hearing shall be convened by the Common Council on April 7, 2025, at 6:00 p.m., at the City Hall, 229 S. Second Street, Elkhart, Indiana 46516.

6. In accordance with Section 2.5(b) of the Act, the Common Council hereby determines that a deduction for the installation of the New Equipment under Section 4.5 of the Act shall be allowed for a period of five (5) years. The amount of the deduction for each eligible year shall be according to the following deduction schedule:

YEAR EQUIPMENT INSTALLED IN THE ERA	Tax Return Year 2026	Tax Return Year 2027	Tax Return Year 2028	Tax Return Year 2029	Tax Return Year 2030	Tax Return Year 2031	Tax Return Year 2032	Tax Return Year 2033
2025	100%	80%	60%	40%	20%	-	-	-
2026	-	100%	80%	60%	40%	20%	-	-
2027	-	-	100%	80%	60%	40%	20%	-

7. The deduction schedule shall commence in the first year that the New Equipment is installed in the Area designated as an ERA. The ERA shall expire on the last year of the applicable deduction schedule for the New Equipment, unless terminated sooner by action of the Common Council under the Act.

8. The Common Council, with the consent of property owner, adopts and incorporates by reference into this Resolution the provisions of Indiana Code 6-1.1-12.1-14 and imposes a fee on the property owner equal to 15% of the tax savings as determined under Indiana Code 6-1.1-12.1-14(c).

9. The Common Council hereby adopts and incorporates by reference the provisions of Indiana Code 6-1.1-12.1-12, providing that if the owner of the property or tenant of the property, ceases operations at the facility for which the deduction was granted, and the designating body finds that the Applicant/Property obtained the deduction by intentionally providing false information concerning the Applicant and/or property owner's plans to continue operations at the facility, the Applicant/Property Owner shall pay the amount determined by the County Auditor pursuant to law, after an appeal, if any.

10. The Common Council’s designation of the Area as an economic revitalization area shall terminate after a public hearing held by the Common Council in accordance with the Act if the Applicant\Property Owner:

- A. fails to substantially install the proposed New Equipment, and create and maintain the level of benefits described in the Statement of Benefits;
- B. fails to enter into a written agreement with the City of Elkhart confirming the Applicant\Owner’s commitment to comply with the project description, job creation and retention (and associated wage rates and salaries) figures contained in the Statement of Benefits; or
- C. fails to continue operations at the facility for which the deduction was granted; or
- D. intentionally provides false information to the designating body concerning the Applicant’s or property owner’s plans to continue operations at the facility.

11. The provisions of this Declaratory Resolution shall be subject in all respects to the Act and any amendments thereto.

12. This Declaratory Resolution shall take effect upon its adoption.

Exhibit A

Description of Real Property

The real property comprising the Economic Revitalization Area is described as follows:

Property Address: 1806 Conant Street, Elkhart IN 46516

Parcel Number(s): 20-06-03-328-005.000-012

Legal Description:

LOT NUMBERED ONE (1) AS SET OUT IN THE RECORDED PLAT OF VANDELEIGH, AN ADDITION TO CONCORD TOWNSHIP, RECORDED JULY 19, 2019 IN PLAT BOOK 38, PAGE 89 IN THE OFFICE OF THE RECORDER OF ELKHART COUNTY, INDIANA.

RESOLVED this ____ day of _____, _____.

Arvis Dawson
President of the Common Council

ATTEST:

Debra D. Barrett, Elkhart City Clerk

PRESENTED to the Mayor by me this _____ day of _____, _____, at
_____ a.m./p.m.

Debra D. Barrett, Elkhart City Clerk

APPROVED by me this _____ day of _____, _____.

Rod Roberson, Mayor for the City of Elkhart

ATTEST:

Debra D. Barrett, Elkhart City Clerk

STATE OF INDIANA)
) §
COUNTY OF ELKHART)

I, Debra D. Barrett, Clerk of the City of Elkhart, Indiana, do hereby certify the above is a full, true and complete copy of Resolution No. R-_____, adopted by the Common Council on the _____ day of _____, _____, by a vote of _____ AYES and _____ NAYS, and was approved and signed by the Mayor on the _____ day of _____, _____, and now remains on file and on record in my office.

WITNESS my hand and the official seal of the City of Elkhart, Indiana, this ____ day of _
_____, _____.

Debra D. Barrett, Elkhart City Clerk

PERSONAL PROPERTY TAX PHASE-IN POINT SYSTEM

Projects will be considered for Phase-In if:

1. The company/project meets all of the criteria set forth under I.C. 6-1.1 1-12.1 et seq in the form of deductions from assessed valuation
2. The proposed new investment includes at least \$500,000 of Real Property that qualifies fro Tax Phase-In
3. Construction has not begun and/or equipment has not been ordered or the equipment will be new to Indiana
4. In addition, if the applicant is not the company, authorization of the application must be obtained from the company

TAX BASE BENEFITS		Points Possible	Points Assigned
A.	Total new investment in business personal property (or relocation of equipment from out of State)		
	▫ \$24,000,000 and above	25	
	▫ \$12,000,000 to \$23,999,999	20	
	▫ \$6,000,000 to \$11,999,999	15	
	▫ \$3,000,000 to \$5,999,999	10	
	▫ \$600,000 to \$2,999,999	5	5
JOB BENEFITS			
A.	Total number of jobs created at facility of proposed project		
	▫ 250 or more	25	
	▫ 100 to 249	20	
	▫ 50 to 99	15	15
	▫ 25 to 49	10	
	▫ 10 to 24	5	
B.	Total number of existing jobs at facility of proposed project		
	▫ 250 or more	5	
	▫ 100 to 249	4	
	▫ 50 to 99	3	3
	▫ 25 to 49	2	
	▫ 10 to 24	1	
C.	Median employee salary (including existing and new employees)		
	▫ \$78,000 and above	25	
	▫ \$66,000 to \$77,999	20	
	▫ \$54,000 to \$65,999	10	10
	▫ \$48,000 to \$53,999	5	
	▫ Less than \$48,000	0	
D.	Median employee compensation benefits		
	Health Insurance	2	
	Dental Insurance	1	
	Vision Insurance	1	
	Life Insurance	1	1
	Disability Insurance	1	
	Sick Leave (Paid)	1	
	Vacation (Paid)	1	1
	Holidays (Paid)	1	1
	Personal Days (Paid)	1	1
	Employee Training	2	2
	Tuition Reimbursement	3	3
	401k/Pension Plan	2	2
	ESOP/Profit Sharing	2	
	Succession Plan	3	

REDEVELOPMENT BENEFITS			
A.	Project redevelops a brownfield site.	20	
B.	Project utilizes an obsolete facility that has been vacant for at least one (1) year.	10	
C.	Project utilizes an obsolete facility that is at least twenty-five (25) years old.	10	
D.	Project develops in a Qualified Census Tract as designated by US Housing & Urban Development	10	
ECONOMIC DEVELOPMENT BENEFITS			
	The project will be used for a national or regional headquarters.	10	10
INFRASTRUCTURE BENEFITS			
	The applicant pays for the installation of public infrastructure in the following amount		
	▫ \$900,000 or more	10	
	▫ \$480,000 to \$899,999	6	
	▫ \$240,000 to \$479,999	3	
TARGETED INDUSTRY			
	The project is an industry targeted by the Elkhart County Economic Development Corporation Strategic Plan	20	
	▫ Agribusiness		
	▫ Advanced Recycling		
	▫ Automotive Tier I / Tier II Production		
	▫ Electronics		
	▫ Financial and Professional Services		
	▫ Health Care		
	▫ Robotics		
	The project is an industry targeted by the Indiana Economic Development Corporation	10	
	▫ Aerospace & Aviation		
	▫ Advanced Manufacturing		10
	▫ Cybersecurity		
	▫ Defense & National Security		
	▫ Energy		
	▫ Information Technology (IT)		
	▫ Life Sciences		
	▫ Logistics & Transportation		
	▫ Motorsports		
TOTAL POINTS (190 points possible)			64
OPTIONAL ECONOMIC HEALTH INDICATOR			
	<u>Unemployment Rate</u>	<u>Multiplier</u>	
	0.0% - 3.4%	90%	57.6
	3.5% - 5.0%	95%	60.8
	5.1% - 8.5%	100%	64
	8.6% and Above	105%	67.2
TERM RECOMMENDATION			
Over 51 Points 5-Year Tax Phase-In			
30 to 50 Points 3-Year Tax Phase-In			

Property Tax Phase-In Application
to Elkhart County Government

This application is to request the designation of an Economic Revitalization Area (ERA) for the purpose of obtaining a property tax phase-in (tax abatement). The application is to be completed and signed by the owner of the property where the real property improvements, the installation of personal property, and/or the occupancy of an eligible vacant building is to occur. The designating body will review this application to determine whether a particular area should be designated as an ERA in accordance with Indiana Code (I.C.) 6-1.1-12.1 and all subsequent amendments made thereafter. The designating body makes no representation as to the effect of a designation granted by it for purposes of any further applications or approvals required under I.C. 6-1.1-12.1 and makes no representation to any applicant concerning the validity of any benefit conferred.

Application is to offset: (check all that apply)

- Real Property Improvements (e.g. new building, addition and/or modification)
- Personal Property (e.g. Equipment for manufacturing; research and development, logistics and distribution; or information technology.)
- Vacant Building

There is a non-refundable filing fee of \$750 for each category. This filing fee is used to defray the costs incurred in processing the application pursuant to I.C. 6-1.1-12.1-2(h). A check payable to **City Of Elkhart** must be included with the application.

General Information				
Company Name	Jacobs and Thompson LTD dba Worldwide Foam			
Federal Employer I.D.(FEIN)	37-1766576	NAICS Code	326	
Website	www.worldwidefoam.com	Year Company founded	2013	
Supplier of closed celled cross-linked polyethelene and elastomeric foam products and adhesives				
Project Contact Person/Representative	Nicole Rininger			
Address	1806 Conant Street Elkhart, IN 46516			
Phone	574-314-6460	Email	nicoler@worldwidefoam.com	
Senior Company Official	Kieran McCormack			
Address	85 Bayfield St Suite 500, Barrie, On, Canada. L4M 3A7			
Phone	416 948 0019	Email	KMCCORMACK@JACOBS-THOMPSON.COM	
Proposed Project Site Information				
Property Owner(s)	CJSB Properties Inc.			
Address	1806 Conant Street Elkhart, IN 46516			
Parcel Number(s)	20-06-03-328-005.000-012, 06-03-328-005-012 (County)			
Legal Description of property (attach if necessary)	Vandeleigh Lot I			
Does Company currently do business at this site?	Yes	X	No	
If no, how is site currently being used?	Manufacturing, Shipping, Storage, Offices			
What buildings are on the site?	115,000 sqft warehousing and manufacturing facility			
What is the condition of the buildings?	Fair			
Have the buildings at this site been vacant for more than a year?	Yes		No	X
Are the buildings at this site more than 25 years old?	Yes	X	No	
Will the proposed project be used for a national or regional headquarters?	Yes	X	No	
Is this a blighted or mitigated Brownfield site?	Yes		No	x
Current assessed value of real estate	\$2,517,700.00	Land	167,700	Improvements 2,350,000

Proposed Project Information / Production Automation			
Description of proposed improvements (Attach additional project details, if needed)			
Structures:			
Manufacturing equipment:	mixers, extruders, first- and second-stage presses, molds, and lab testing equipment, and infrastructure such as boilers, accumulators, cooling towers		
Research and Development equipment:	Lab Testing Equipment and Automation		
Logistics and Distribution equipment:	None		
Information Technology equipment:	quality management software and maintenance management software		
Proposed start date for project	6/1/2025	Proposed end date for project	12/31/2027
Proposed start date for operations	12/1/2026		

Has the new equipment associated with this project been used by the owner/taxpayer (or related entity) in the state of Indiana?	Yes		N/A
	No	<input checked="" type="checkbox"/>	
If yes, provide details including where the equipment will come from and how it will be acquired:			
Owned R&D equipment being relocated from other company facilities			
Will the new equipment associated with this project be leased?	Yes		N/A
	No	<input checked="" type="checkbox"/>	
If yes, provide details including from whom and for what term			
Will this project require approval of rezoning, plat, development plan, vacation, variance, special exemption, or contingent use?	Yes		No <input checked="" type="checkbox"/>
If yes, list:			

Proposed Investment					
Calendar Year	2025	2026	2027	2028	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0
New building construction	\$0	\$0	\$0	\$0	\$0
Existing building improvements	\$200,000	\$0	\$0	\$0	\$200,000
Manufacturing equipment	\$2,443,470	\$150,000	\$150,000	\$0	\$2,743,470
Research and Development equipment	\$0	\$25,000	\$25,000	\$0	\$50,000
Logistics and Distribution equipment	\$0	\$0	\$0	\$0	\$0
Information Technology equipment	\$25,000	\$25,000	\$0	\$0	\$50,000
On-site rail infrastructure	\$0	\$0	\$0	\$0	\$0
On-site fiber infrastructure	\$0	\$0	\$0	\$0	\$0
Grand Total	\$2,668,470	\$200,000	\$175,000	\$0	\$3,043,470

Statutory Findings
 Indiana Code 6-1.1-12.1-1 requires that the designating body make specific findings to justify the designation of the property as an Economic Revitalization Area. One finding is that the subject property is either in an area: *"Which has become undesirable for, or impossible of, normal development and occupancy because of lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings, or other factors which have impaired values or prevent a normal development of property or use of property"* or *"Where a facility or a group of facilities that are technologically, economically, or energy obsolete are located and where the obsolescence may lead to a decline in employment and tax revenues."*

Are improvements on project site and/or the surrounding area obsolete?	Yes		No	<input checked="" type="checkbox"/>
If yes, describe the obsolescence:				
Are buildings at project site substandard for normal use and development?	Yes		No	<input checked="" type="checkbox"/>
If yes, explain what is substandard so as to prevent normal use and development:				
Has project site and/or surrounding area declined in value in last 10 years?	Yes		No	<input checked="" type="checkbox"/>
If yes, explain what caused the decline in value:				
Has project site and/or surrounding area failed to develop for last 10 years?	Yes		No	<input checked="" type="checkbox"/>
If yes, explain what characteristics make this site difficult to develop:				
Are any facilities at project site technologically, economically or energy obsolete?	Yes		No	<input checked="" type="checkbox"/>
If yes, describe how the facilities are obsolete: Insufficient energy to the site for intended use				

Community Benefits

This project will add 50+ jobs in Elkhart County that are not dependent on the RV industry. Additionally, these positions will come with 100% employer-paid training, covering both specific job duties and broader responsibilities within the company. This comprehensive training approach ensures a well-prepared workforce aligned with the company's overall objectives.

Impacts and status

Will any additional public utilities, services or other public infrastructure be required by this project?

Yes No

If yes, explain the type required and the amount the applicant will be contributing toward the public infrastructure.

Employment

Will all current employees be retained at Project Site as a result of this project? Yes No

If no, explain:

Current Full-Time Employment at Project Site

	Number of Jobs	Average Hourly Wage*	Average Annual Wage*	Salary Range*	Median Annual Wage**
Management	7	\$48.15	\$90,542	\$75,000 - \$225,000	\$79,999
Professional/Technical	1	\$45.67	\$95,000	\$95,000	\$95,000
Sales	0	\$0.00	\$0		\$0
Office/Administrative Support	10	\$23.00	\$55,081	\$47,000 - \$65,000	\$50,275
Production Supervision	3	\$27.27	\$56,721	\$54,000 - \$58,000	\$57,844
Production	30	\$22.68	\$47,183	\$40,000 - \$55,000	\$47,132
Maintenance	2	\$26.50	\$56,540	\$53,000 - \$60,000	\$56,540
Other	5	\$22.81	\$47,443	\$45,700 - \$57,200	\$47,493
Total	58	\$27.01	\$70,517		

Full-time jobs to be created as a result of this project

	Number of Jobs	Average Hourly Wage*	Average Annual Wage*	Salary Range*	Median Annual Wage**
Management	1	\$60.10	\$125,000	\$125,000	\$125,000
Professional/Technical	1	\$52.88	\$110,000	\$100,000 - \$120,000	\$110,000
Sales	0	\$0.00	\$0		\$0
Office/Administrative Support	3	\$31.25	\$65,000	\$55,000 - \$75,000	\$65,000
Production Supervision	1	\$36.06	\$75,000	\$75,000	\$75,000
Production	48	\$26.80	\$55,744	\$50,000 - \$60,000	\$55,744
Maintenance	2	\$36.06	\$75,000	\$70,000 - \$80,000	\$75,000
Other					
Total	56	\$28.59	\$59,477		

*Do NOT include costs of any benefits

** Median Annual Wage: The middle (midpoint) salary of all positions rather than the average (mean) salary

Additional financial compensation (attach additional pages, if needed)

Explain in detail, by job category, any additional financial compensation earned. (Examples may include commission, bonus, overtime, piece rate, attendance, etc.) + retirement match, health benefits

Management	Retirement match, Bonus
Professional/Technical	Retirement match, Bonus
Sales	Retirement match, Commission
Office/Administrative Support	Retirement match, Overtime
Production Supervision	Retirement match, Overtime, Bonus
Production	Retirement match, Overtime
Maintenance	Retirement match, Overtime
Other	Retirement match, Overtime

Projected Phasing of new jobs

Calendar Year	2024	2025	2026	2027	Total
Management		0	1	0	1
Professional/Technical		1	0	0	1
Sales		0	0	0	0
Office/Administrative Support		0	3	0	3
Production Supervision		1	0	0	1
Production		15	33	0	48
Maintenance		1	1	0	2
Other		0	0	0	0
Total	0	18	38	0	56

Company Benefits

Check all of the benefits listed below that the company provides to workers who have been employed for 6 months or longer. The company must pay at least 70% of the benefit cost.

		X		X	Comments
Health Insurance	Yes		No		Company pays 67% of cost
Dental Insurance	Yes		No		Company pays 67% of cost
Vision Insurance	Yes		No		Company pays 67% of cost
Life Insurance	Yes	<input checked="" type="checkbox"/>	No		
Disability Insurance	Yes		No		
Sick Leave (Paid)	Yes		No		
Vacation (Paid)	Yes	<input checked="" type="checkbox"/>	No		
Holidays (Paid)	Yes	<input checked="" type="checkbox"/>	No		
Personal Days (Paid)	Yes	<input checked="" type="checkbox"/>	No		
Employee Training	Yes	<input checked="" type="checkbox"/>	No		
Tuition Reimbursement	Yes	<input checked="" type="checkbox"/>	No		
401K/Pension	Yes	<input checked="" type="checkbox"/>	No		Company Matching up to 3% of earnings
ESOP/Profit Sharing	Yes		No		
Uniforms	Yes	<input checked="" type="checkbox"/>	No		Currently where applicable / pending for site
Other (List)					

Signature

Indiana Code 6-1.1-12.1-14 provides that the designating body for the tax phase-in requested, may impose a fee not exceeding 15% of the reduction in property taxes to which the undersigned applicant is entitled in each year in which the undersigned applicant's property tax liability is reduced by a deduction approved pursuant to this application.

The undersigned applicant consents to the following:

- Imposition of this fee provided that such fee is not more than fifteen percent (15%) of the reduction of property taxes for any tax year. These fees will be used for future Economic Development efforts.
- The current assessed tax base for this property will not be appealed over the tax phase-in period unless one of the exceptions in the tax phase-in policy applies.
- Filing this application constitutes a request for Economic Revitalization Area designation only and does not constitute an automatic reduction of property taxes. I understand it is the responsibility of property owners to file the appropriate forms on an annual basis with the Elkhart County Auditor and other governing bodies, as required, to receive any reduction of property taxes.
- I certify the information and representations of this application are true and complete.
- I further certify that I am the owner/taxpayer or have the authority of the owner/taxpayer to make this application and to consent to the fee as described above.

Signature

Nicole Rintinger

Printed

Nicole Rintinger

Title

Director of Administration Date 2-11-2025

ATTACHMENTS: Include all relevant Statement of Benefits (SB-1) forms



**STATEMENT OF BENEFITS
PERSONAL PROPERTY**

State Form 51764 (R5 / 1-21)

Prescribed by the Department of Local Government Finance

FORM SB-1 / PP

PRIVACY NOTICE

Any information concerning the cost of the property and specific salaries paid to individual employees by the property owner is confidential per IC 6-1.1-12.1-5.1.

INSTRUCTIONS:

1. This statement must be submitted to the body designating the Economic Revitalization Area prior to the public hearing if the designating body requires information from the applicant in making its decision about whether to designate an Economic Revitalization Area. Otherwise this statement must be submitted to the designating body **BEFORE** a person installs the new manufacturing equipment and/or research and development equipment, and/or logistical distribution equipment and/or information technology equipment for which the person wishes to claim a deduction.
2. The statement of benefits form must be submitted to the designating body and the area designated an economic revitalization area before the installation of qualifying abatable equipment for which the person desires to claim a deduction.
3. To obtain a deduction, a person must file a certified deduction schedule with the person's personal property return on a certified deduction schedule (Form 103-ERA) with the township assessor of the township where the property is situated or with the county assessor if there is no township assessor for the township. The 103-ERA must be filed between January 1 and May 15 of the assessment year in which new manufacturing equipment and/or research and development equipment and/or logistical distribution equipment and/or information technology equipment is installed and fully functional, unless a filing extension has been obtained. A person who obtains a filing extension must file the form between January 1 and the extended due date of that year.
4. Property owners whose Statement of Benefits was approved, must submit Form CF-1/PP annually to show compliance with the Statement of Benefits. (IC 6-1.1-12.1-5.6)
5. For a Form SB-1/PP that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. For a Form SB-1/PP that is approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. (IC 6-1.1-12.1-17)

SECTION 1 TAXPAYER INFORMATION								
Name of taxpayer JACOBS & THOMPSON LTD WORLDWIDE FOAM			Name of contact person Kieran McCormack					
Address of taxpayer (number and street, city, state, and ZIP code) 1806 Conant St Elkhart, IN				Telephone number (419) 948-0019				
SECTION 2 LOCATION AND DESCRIPTION OF PROPOSED PROJECT								
Name of designating body				Resolution number (s)				
Location of property 1806 Conant St.		County Elkhart		DLGF taxing district number 012/012 E.C. CONCORD				
Description of manufacturing equipment and/or research and development equipment and/or logistical distribution equipment and/or information technology equipment. (Use additional sheets if necessary.) Equipment to produce XLPE buns, to include boilers, kneaders, extruders, and presses, as well as lab equipment for prototyping. Also planning on adding automation to processes as they get established. Also adding a lab to perform material testing.				ESTIMATED				
					START DATE	COMPLETION DATE		
				Manufacturing Equipment	06/02/2025	12/31/2027		
				R & D Equipment	06/01/2025	12/31/2025		
				Logist Dist Equipment	na	na		
IT Equipment	06/01/2025	12/31/2026						
SECTION 3 ESTIMATE OF EMPLOYEES AND SALARIES AS RESULT OF PROPOSED PROJECT								
Current Number 58	Salaries 4090011	Number Retained 58	Salaries 4090011	Number Additional 56	Salaries 3330712			
SECTION 4 ESTIMATED TOTAL COST AND VALUE OF PROPOSED PROJECT								
NOTE: Pursuant to IC 6-1.1-12.1-5.1 (d) (2) the COST of the property is confidential.	MANUFACTURING EQUIPMENT		R & D EQUIPMENT		LOGIST DIST EQUIPMENT		IT EQUIPMENT	
	COST	ASSESSED VALUE	COST	ASSESSED VALUE	COST	ASSESSED VALUE	COST	ASSESSED VALUE
Current values								
Plus estimated values of proposed project	2743470	2743470	50000	50000			50000	50000
Less values of any property being replaced								
Net estimated values upon completion of project	2743470	2743470	50000	50000			50000	50000
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER								
Estimated solid waste converted (pounds) _____			Estimated hazardous waste converted (pounds) _____					
Other benefits: This project will add 50+ jobs in Elkhart County that are not dependent on the RV industry. The positions will come with 100% employer-paid training, covering both specific job duties and broader responsibilities within the company.								
SECTION 6 TAXPAYER CERTIFICATION								
I hereby certify that the representations in this statement are true.								
Signature of authorized representative 				Date signed (month, day, year) 2-11-2025				
Printed name of authorized representative Nicole Rininger			Title Director of Administration					

FOR USE OF THE DESIGNATING BODY

We have reviewed our prior actions relating to the designation of this economic revitalization area and find that the applicant meets the general standards adopted in the resolution previously approved by this body. Said resolution, passed under IC 6-1.1-12.1-2.5, provides for the following limitations as authorized under IC 6-1.1-12.1-2.

- A. The designated area has been limited to a period of time not to exceed _____ calendar years * (see below). The date this designation expires is _____. *NOTE: This question addresses whether the resolution contains an expiration date for the designated area.*
- B. The type of deduction that is allowed in the designated area is limited to:
- | | | | |
|------------------------------------------------------------|------------------------------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Installation of new manufacturing equipment; | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Enhanced Abatement per IC 6-1.1-12.1-18
Check box if an enhanced abatement was approved for one or more of these types. |
| 2. Installation of new research and development equipment; | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 3. Installation of new logistical distribution equipment. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 4. Installation of new information technology equipment; | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
- C. The amount of deduction applicable to new manufacturing equipment is limited to \$ _____ cost with an assessed value of \$ _____. (One or both lines may be filled out to establish a limit, if desired.)
- D. The amount of deduction applicable to new research and development equipment is limited to \$ _____ cost with an assessed value of \$ _____. (One or both lines may be filled out to establish a limit, if desired.)
- E. The amount of deduction applicable to new logistical distribution equipment is limited to \$ _____ cost with an assessed value of \$ _____. (One or both lines may be filled out to establish a limit, if desired.)
- F. The amount of deduction applicable to new information technology equipment is limited to \$ _____ cost with an assessed value of \$ _____. (One or both lines may be filled out to establish a limit, if desired.)
- G. Other limitations or conditions (specify) _____
- H. The deduction for new manufacturing equipment and/or new research and development equipment and/or new logistical distribution equipment and/or new information technology equipment installed and first claimed eligible for deduction is allowed for:
- | | | | | | |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Year 1 | <input type="checkbox"/> Year 2 | <input type="checkbox"/> Year 3 | <input type="checkbox"/> Year 4 | <input type="checkbox"/> Year 5 | <input type="checkbox"/> Enhanced Abatement per IC 6-1.1-12.1-18
Number of years approved: _____
(Enter one to twenty (1-20) years; may not exceed twenty (20) years.) |
| <input type="checkbox"/> Year 6 | <input type="checkbox"/> Year 7 | <input type="checkbox"/> Year 8 | <input type="checkbox"/> Year 9 | <input type="checkbox"/> Year 10 | |
- I. For a Statement of Benefits approved after June 30, 2013, did this designating body adopt an abatement schedule per IC 6-1.1-12.1-17? Yes No
If yes, attach a copy of the abatement schedule to this form.
If no, the designating body is required to establish an abatement schedule before the deduction can be determined.

Also we have reviewed the information contained in the statement of benefits and find that the estimates and expectations are reasonable and have determined that the totality of benefits is sufficient to justify the deduction described above.

Approved by: (signature and title of authorized member of designating body)	Telephone number ()	Date signed (month, day, year)
Printed name of authorized member of designating body	Name of designating body	
Attested by: (signature and title of attester)	Printed name of attester	

* If the designating body limits the time period during which an area is an economic revitalization area, that limitation does not limit the length of time a taxpayer is entitled to receive a deduction to a number of years that is less than the number of years designated under IC 6-1.1-12.1-17.

IC 6-1.1-12.1-17

Abatement schedules

Sec. 17. (a) A designating body may provide to a business that is established in or relocated to a revitalization area and that receives a deduction under section 4 or 4.5 of this chapter an abatement schedule based on the following factors:

- (1) The total amount of the taxpayer's investment in real and personal property.
- (2) The number of new full-time equivalent jobs created.
- (3) The average wage of the new employees compared to the state minimum wage.
- (4) The infrastructure requirements for the taxpayer's investment.

(b) This subsection applies to a statement of benefits approved after June 30, 2013. A designating body shall establish an abatement schedule for each deduction allowed under this chapter. An abatement schedule must specify the percentage amount of the deduction for each year of the deduction. Except as provided in IC 6-1.1-12.1-18, an abatement schedule may not exceed ten (10) years.

(c) An abatement schedule approved for a particular taxpayer before July 1, 2013, remains in effect until the abatement schedule expires under the terms of the resolution approving the taxpayer's statement of benefits.

1806 Conant St. 20-06-03-328-005.000-012



04/17/2017

2022-09718

ELKHART COUNTY RECORDER
JENNIFER L. DORIOT
FILED FOR RECORD ON
05/06/2022 09:31 AM
AS PRESENTED

Fidelity National
Title Company LLC

LIMITED LIABILITY COMPANY
WARRANTY DEED

File No.: 792200097-ASH

THIS INDENTURE WITNESSETH, that Vandeleigh Industries, LLC, an Indiana limited liability company (Grantor) CONVEY(S) AND WARRANT(S) to CJSB Properties Inc. (Grantee) for the sum of Ten Dollars (\$10.00) and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the following described real estate in Elkhart County in the State of Indiana, to wit:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

Property: 1806 Conant, Elkhart, IN 46516 and 620 Riverview, Elkhart, IN 46516

Subject to all current real estate taxes and assessments and all subsequent taxes and assessments.

Subject to all easements, covenants, conditions, and restrictions of record.

IN WITNESS WHEREOF, The undersigned person(s) executing this deed on behalf of Grantor(s) represent and certify that they are a current member/manager of said Grantor(s) and have been fully empowered, by proper meeting and vote of Grantor(s) to execute and deliver this deed.

IN WITNESS WHEREOF, Grantor has executed this deed this 2 day of May, 2022.

Vandeleigh Industries, LLC, an Indiana limited liability company

BY: 

Donald L. Frandsen, II
Member

DM
KK

20-06-03-377-003.000-012
20-06-03-328-005.000-012

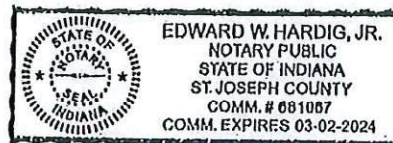
DISCLOSURE FEE PAID
DULY ENTERED FOR TAXATION
SUBJECT TO FINAL ACCEPTANCE FOR TRANSFER
May 06 2022
PATRICIA A. PICKENS, AUDITOR
02246
20.00

STATE OF Indiana
COUNTY OF Elkhart

Before me, a Notary Public in and for said County and State, personally appeared Donald L. Frandsen, II, as Member of Vandeleigh Industries, LLC, an Indiana limited liability company, who acknowledged the execution of the foregoing instrument, and who, having been duly sworn, stated that the representations therein contained are true.

Witness my hand and Notarial Seal this 2 day of May, 2022

Signature: Edward W Hardig Jr
Printed: _____
Resident of: _____ County
State of: _____
My Commission expires: _____



Prepared By: Edward W. Hardig, Jr., Attorney at Law
401 W. High Street, Elkhart, IN 46516
IN19199-71/MIP60319

Grantee's Address and Tax Billing Address: 89 Kenhar Drive Toronto ON
M9L 2R3 Canada

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law: Jeff Lade.

Return To: Fidelity National Title Company, LLC
401 W. High Street, Elkhart, IN 46516

EXHIBIT "A"
Legal Description

For APN/Parcel ID(s): 20-06-03-328-005.000-012 and 20-06-03-377-003.000-012

PARCEL I:

LOT NUMBERED ONE (1) AS SET OUT IN THE RECORDED PLAT OF VANDELEIGH, AN ADDITION TO CONCORD TOWNSHIP, RECORDED JULY 19, 2019 IN PLAT BOOK 38, PAGE 89 IN THE OFFICE OF THE RECORDER OF ELKHART COUNTY, INDIANA.

For APN/Parcel ID(s): 20-06-03-377-003.000-012

PARCEL II:

A PART OF THE SOUTHWEST QUARTER OF SECTION 3, TOWNSHIP 37 NORTH, RANGE 5 EAST, IN THE CITY OF ELKHART, ELKHART COUNTY, INDIANA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT ON THE SOUTH LINE OF SAID QUARTER SECTION THAT IS 50 FEET EASTWARDLY OF THE SOUTHWEST CORNER OF THE EAST HALF OF THE EAST HALF OF SAID QUARTER SECTION; THENCE NORTH 0 DEGREES 1 MINUTE EAST PARALLEL WITH THE WEST LINE OF SAID EAST HALF OF THE EAST HALF OF SAID QUARTER SECTION, ALSO ALONG THE EAST LINE OF RIVERVIEW AVENUE, 772 FEET TO THE BEGINNING POINT OF THIS DESCRIPTION; THENCE SOUTH 89 DEGREES 38 MINUTES EAST, PARALLEL WITH THE SOUTH LINE OF SAID QUARTER SECTION, 587.59 FEET; THENCE NORTH 0 DEGREES 1 MINUTE EAST, 200 FEET; THENCE NORTH 89 DEGREES 38 MINUTES WEST, 587.59 FEET TO THE EAST LINE OF SAID RIVERVIEW AVENUE; THENCE SOUTH 0 DEGREES 1 MINUTE WEST ALONG THE EAST LINE OF SAID RIVERVIEW AVENUE, 200 FEET TO THE PLACE OF BEGINNING.

City of Elkhart
Board of Aviation Commissioners Meeting
January 29, 2025

The Board of Aviation Commissioners meeting was called to order by Commissioner Bruce Shreiner at 4:00 pm on Wednesday, January 29, 2025 at the Elkhart Municipal Airport Administration Building, 1211 CR 6 W, Elkhart, Indiana 46514. Commissioner Maggie Marnocha was present. Commissioner Tom Shoff was present via Webex. Also present were: Andy Jones, Karen Shaw, Kevin Davis, Ryan Sherwood, Adam Clawson, Mike Haller & David Sandsmark.

Approval of Minutes:

Mr. Shoff made a MOTION to approve the minutes of the December 23, 2024 meeting. Mrs. Marnocha SECONDED the motion. There being no further discussion, the motion PASSED unanimously.

Approval of Claims:

Mrs. Marnocha made a MOTION to approve claims as submitted for \$21,171.41. Mr. Shoff SECONDED the motion. There being no further discussion, the motion to approve January 2025 claims PASSED unanimously.

Airport Manager's Report:

Andy started off by welcoming new member Maggie Marnocha to the BOAC and everyone is looking forward to working with her. Andy advised that Hangar 39 tenants are exploring the possibility of constructing a new corporate hangar. Andy will keep the board informed as things progress. Andy also advised Wheels Up has expressed a need to perform aircraft deicing on airport property. Andy advised that no airport tenant is currently permitted to perform chemical deicing of aircraft. Currently, aircraft that experience signs of surface ice are placed inside a heated hangar until such time as the pilot is satisfied that the aircraft is ready for flight. Wheels Up has indicated they no longer have the time or space for that process. Andy is seeking legal & environmental advice before suggesting a course of action to the board and Wheels Up. He will keep the board informed of future discussions. Mrs. Marnocha made a suggestion that Andy could speak to Brian Cress, the Regulatory Compliance Manager at Public Works, who may be able to provide valuable information. Kevin Davis with City Legal also advised it is something he will look into.

New Business:

Mr. Shreiner advised the first item under New Business is the 2025 BOAC elections. Andy asked the board to consider nominations for President, Vice President, Secretary, and Treasurer. Mr. Shoff suggested all board members remain in the same positions and made a MOTION to nominate Doug Thorne for President, Bruce Shreiner for Vice President, Mrs. Marnocha for Secretary, and himself for Treasurer. Mrs. Marnocha made a MOTION to AMEND Mr. Shoff's motion and nominated Doug Thorne for President, Bruce Shreiner for Vice-President and Tom Shoff for Treasurer. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously. Mr. Shoff made a MOTION to nominate Maggie Marnocha for Secretary. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

2025 Board Positions stand as:

Doug Thorne – President
Bruce Shreiner – Vice President
Tom Shoff – Treasurer
Maggie Marnocha - Secretary

All subsequent 2025 letterhead, documents & website information will reflect these elections.

City of Elkhart
Board of Aviation Commissioners Meeting
January 29, 2025

Mr. Shreiner advised the next item under New Business is the Airfield Maintenance Manager Snow Symposium Seminar. Andy advised he'd like to send Airfield Maintenance Manager, David Sandsmark to the annual Snow Symposium in Buffalo, NY in April. Andy further advised this is hosted by the American Association of Airport Executives (AAAE) and not only offers numerous airport-related snow & safety classes, but is also a trade show with a multitude of exhibitors. Andy advised that he attended the Symposium and discussed with the vendors all of the options available to the board for the replacement of the existing 2005 snow and ice control broom. The symposium will be extremely beneficial for Mr. Sandsmark and EKM, and advised we have budgeted for educational & travel. Mr. Shoff made a MOTION to approve David Sandsmark to attend the 2025 Snow Symposium. Mrs. Marnocha SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shreiner advised the next item under New Business is the AAAE Airport Safety & Operations School (ASOS) training. Andy advised he attended ASOS training more than 25 years ago. Obviously there have been many improvements in Aviation safety policies and procedures over the years. Andy advised the class is in Hershey, PA. in early March. Mr. Shoff made a MOTION to approve Andy to attend this class. Mrs. Marnocha SECONDED. There being no further discussion, the motion PASSED unanimously.

At 4:20pm, newly elected President Doug Thorne arrived. Vice President Bruce Shreiner, handed the meeting gavel to Mr. Thorne, the meeting continued with Mr. Thorne as chairman.

Mr. Thorne advised the last item under New Business is T-Hangar 35 February lease payment waiver. Andy advised that long-time tenant John Ferguson has been renting T-Hangar 35 for many years. Mr. Ferguson advised Andy several months ago that the process of selling his aircraft was in the works but he could not give us with any certainty the exact date. Mr. Ferguson provided Andy confirmation that the sale was completed just after the February hangar lease invoice was mailed and that he will have all of his property out of the hangar before January 31. Andy advised that our T hangar lease agreements require 30 days advanced notice to vacate. Mr. Ferguson gave sufficient notice, so Andy is asking the board to waive his February payment. Andy further advised that Mr. Ferguson is a good tenant and is currently leasing 2 other T hangars which contain air-worthy aircraft. Councilman Dwight Fish asked if there is a clause in the leases to allow this. Andy advised in the affirmative, that generally a 30-day notice is required, but since we were notified months ago by Mr. Ferguson, this will suffice. Mr. Shreiner made a MOTION to approve the T-Hangar 35 February rent waiver. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Privilege of the Floor:

Mr. Thorne opened comments. Adam Clawson with Butler, Fairman & Seufert (BF&S) advised the plans from the contractor for the 10-unit T-Hangar project have been approved. Mr. Clawson further advised that due to delays with manufacturer supplies and a back-up of outside airports BIL grant projects, the building will not be delivered until August. Mr. Clawson also advised the contractor believes they should still be able to complete this project by the November deadline. Andy asked if there is a clause in our contract regarding fees for completing this after the deadline. Mr. Clawson advised in the affirmative; however most don't act on this unless egregious circumstances are present. Otherwise, it can set a bad example resulting in future contractors' reluctance to work with you. Mr. Fish asked if we can start advertising the 10-unit T-Hangar project once our digital sign is up and running. Andy answered in the affirmative. The delay will give us more opportunity to take deposits prior to the new hangars being available or occupancy. Andy asked Mr. Clawson if BF&S has received information regarding the recent government executive order for federal grant freezes, and if this impacts FAA grants for EKM. Mr. Clawson advised they don't expect anything to change & don't expect to lose funding, but will keep us informed on further developments. Control Tower manager, Mike Haller advised that the controller we hired in November, Michael Judd is working out well and doing a great job. Mr. Haller further advised that he & Andy interviewed and hired Rashid Badawi, a new controller that just graduated from air

City of Elkhart
Board of Aviation Commissioners Meeting
January 29, 2025

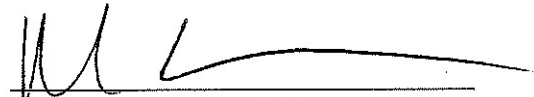
traffic control school in Valdosta, Georgia. Mr. Badawi was a recommendation from Aiden Alt who worked with us for about a year and left for an FAA tower facility. Mr. Haller advised Mr. Alt also graduated from the Valdosta school, and Mr. Alt feels that Mr. Badawi will do well at EKM. Mr. Haller lastly advised that it is possible that when Mr. Badawi has a year or two of experience at EKM, he too may want to move on to an FAA tower facility. Mr. Haller advises he is ok with this.

Adjournment:

Mrs. Marnocha made a MOTION to adjourn. Mr. Shreiner SECONDED. There being no further discussion the meeting was ADJOURNED.

Next regular BOAC meeting is scheduled for Wednesday, February 26, 2025 at 4pm. Location will be the Elkhart Municipal Airport Administration Building, 1211 County Road 6 W., Elkhart, IN 46514 & via Webex.

Respectfully Submitted,



Maggie Marnocha, BOAC Secretary

02.26.2025

Date

BOARD OF PUBLIC SAFETY
Tuesday, February 25, 2025

Vice-Chairman LaLaesha Black called a regular meeting of the Board of Public Safety (BOS) to order at 9:00 a.m., Tuesday, February 25, 2025. Maria Leon called the roll. Laesha Black, Dacey Davis, and Anthony Coleman were present. Kara Boyles was absent. Tessa Barnes joined on Webex.

1. APPROVE AGENDA

On motion by Dacey Davis, seconded by Anthony Coleman and carried 3-0, the agenda was approved as presented. On motion by Dacey Davis, seconded by Anthony Coleman and carried 3-0, the agenda was amended by adding a Notice of Administrative Leave to the Police Department.

2. MINUTES- Regular Meeting February 11, 2025

On motion by Anthony Coleman, seconded by Dacey Davis and carried 3-0, the minutes from February 11, 2025 were approved as presented.

3. POLICE

Chief Milanese presented an Agreement with Emergency Radio Service for approval. This agreement provides the service and maintenance for our emergency radios. On motion by Dacey Davis, seconded by Anthony Coleman and carried 3-0, the BOS approved the maintenance agreement with Emergency Radio Services for \$13,224.00.

Chief Milanese presented a contract with Archive Writing Services for approval. They scan the Elkhart Police Department Records into microfilm. On motion by Dacey Davis, seconded by Anthony Coleman and carried 3-0, the BOS approved a contract with Archive Writing Services for \$9,101.10.

Chief Milanese presented a request to purchase test packets for potential hires called the National Police Officer Selection Test (POST) from Standard & Associates. On motion by Dacey Davis, seconded by Anthony Coleman and carried 3-0, the BOS approved the purchase of POST tests from Standard & Associates.

- Note for the record Tessa Barnes joined the meeting on Webex.

Chief Milanese presented a request to purchase a series of television ads on Fox Michiana television. On motion by Dacey Davis, seconded by Anthony Coleman and carried 3-0, the BOS ratified the purchase of television ads on Fox Michiana television.

Chief Milanese presented an Administrative Leave of Absence for Ptl. Jeffrey Gorbail in accordance with Policy 1010 pending the outcome of an external complaint.

4. FIRE

Division Chief Noah Lace presented a contract with Yoder Painting & Drywall, LLC to paint the second floor of Central Fire Station. On motion by Dacey Davis, seconded by Anthony Coleman and carried 4-0, the BOS approved a contract with Yoder Painting & Drywall to paint Central Fire Station for \$5,172.00.

5. COMMUNICATIONS CENTER

Dustin McLain presented the January 2025 Month End Report for approval. On motion by Dacey Davis, seconded by Anthony Coleman and carried 4-0, the BOS accepted and placed on file the January 2025 Communications Center Month End Report.

BOARD OF PUBLIC SAFETY
Tuesday, February 25, 2025

6. BUILDING AND CODE ENFORCEMENT

Tim Vistine presented a Compliance Agreement for 1622 Roys Avenue for ratification. On motion by Dacey Davis, seconded by Anthony Coleman and carried 4-0, the BOS ratified the Compliance Agreement between the City of Elkhart and Ruben Anzaldua regarding the property address 1622 Roys Avenue, Elkhart, Indiana.

7. OTHER PUBLIC SAFETY MATTERS

Police and Fire Merit Commission Minutes

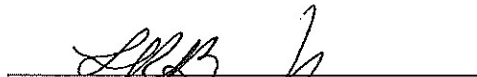
On motion by Anthony Coleman, seconded by Dacey Davis and carried 4-0, the Police Merit Commission Minutes from January 13, 2025 and January 27, 2025 and the Fire Merit Commission minutes from January 27, 2025 were accepted and placed on file.

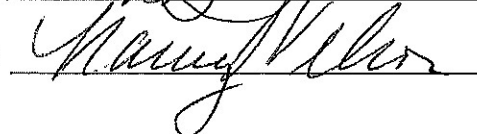
Interlocal Agreement between Elkhart County and Elkhart City for Animal Control Services

City Attorney Rose Rivera explained the agreement to the Board. On motion by Anthony Coleman, seconded by Dacey Davis and carried 4-0, the BOS approved the Interlocal Agreement between Elkhart County, Indiana and the City of Elkhart, Indiana for \$153,065.00.

8. ADJOURNMENT

Vice-Chairman LaLaesha Black adjourned the Board of Safety meeting at 9:27 a.m.

 Laesha Black, Vice-Chairman

Attest:  Nancy Wilson, Clerk of the Board

BOARD OF PUBLIC WORKS
Tuesday, February 18, 2025

Member and City Attorney Rose Rivera called a regular meeting of the Board of Public Works to order at 9:00 a.m., Tuesday, February 18, 2025. Maria Leon called the roll. Andy Jones, Ron Davis, and Rose Rivera attended in person. Mike Machlan and Jamie Arce were absent. Rose said the time was 9:00 a.m. and no more bids would be accepted.

1. Approve Agenda

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved the agenda as presented.

2. Open Bids

Bid #25-06 ADA-Funded Curb Ramp Replacement

Proof of publication was presented which appeared in The Elkhart Truth on February 1 and February 8, 2025. The following bids were received:

C&E Excavating submitted a signed and certified bid summary form with all items checked. The base bid was \$339,825.00.

Almac Sotebeer submitted a signed and certified bid summary form with all items checked. The base bid was \$209,951.38.

Rieth-Riley Construction submitted a signed and certified bid summary form with all items checked. The base bid was \$359,031.00.

Premium Concrete Services submitted a signed and certified bid summary form with all items checked. The base bid was \$297,850.00.

Selge Construction Co. submitted a signed and certified bid summary form with all items checked. The base bid was \$355,685.00.

Milestone Contractors submitted a signed and certified bid summary form with all items checked. The base bid was \$367,250.00.

TX Concrete submitted a signed and certified bid summary form with all items checked. The base bid was \$242,200.00.

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board referred the bids to the staff of Public Works and Utilities for their review and recommendation at the next meeting.

Bid #25-07 Street Department Resurfacing Curb Ramp

Proof of publication was presented which appeared in The Elkhart Truth on February 1 and February 8, 2025. The following bids were received:

Almac Sotebeer submitted a signed and certified bid summary form with all items checked. The base bid was \$307,648.87.

Rieth-Riley Construction submitted a signed and certified bid summary form with all items checked. The base bid was \$580,317.00.

Premium Concrete Services submitted a signed and certified bid summary form with all items checked. The base bid was \$438,250.00.

Selge Construction submitted a signed and certified bid summary form with all items checked. The base bid was \$502,300.00.

Milestone Contractors submitted a signed and certified bid summary form with all items checked. The base bid was \$576,250.00.

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board referred the bids to the staff of Public Works and Utilities for their review and recommendation at the next meeting.

BOARD OF PUBLIC WORKS
Tuesday, February 18, 2025

Bid #25-08 Concrete Paving Project 1

Proof of publication was presented which appeared in The Elkhart Truth on February 1 and February 8, 2025. The following bids were received:

Niblock Excavating submitted a signed and certified bid summary form with all items checked. The base bid was \$882,083.20.

Rieth-Riley Construction submitted a signed and certified bid summary form with all items checked. The base bid was \$637,313.70.

Milestone Contractors submitted a signed and certified bid summary form with all items checked. The base bid was \$726,390.20.

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board referred the bids to the staff of Public Works and Utilities for their review and recommendation at the end of the meeting if possible.

3. Claims and Allowance Docket

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved the claims and allowance docket in the amount of \$16,368,851.12, consisting of 42 pages as prepared on February 11, 2025 at 8:38 a.m.

4. Minutes Regular Meeting February 4, 2025

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved the Minutes of the Regular Meeting February 4, 2025.

5. Engineering

(A.) Administration

Parking Hours 400 Block of Arcade Avenue

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved the parking hour restrictions on the 400 block of Arcade Avenue from March 1, 2025 through August 31, 2025 and directed the staff to post "NO TRUCKS" and "NO THROUGH TRAFFIC" signs on the block.

LPA Contract with American Structurepoint: Bristol Street Reconstruction and widening Project

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved the execution of the LPA- Consulting Contract with American Structurepoint, Inc. for Construction Inspection Services for the Bristol Street Reconstruction and Widening Project, with a fee calculated by the INDOT fee process that is not to exceed \$1,246,948.19

Request Bid #25-11 Lerner Theatre North Roof Replacement

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved bid documents and granted permission to advertise Bid #25-11 Lerner Theatre North Roof Replacement (QA7981).

Change Order #1 & Final Bid #24-14 2024 Contract Paving Project

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved Change Order #1 and Final for Bid #24-14 2024 Contract Paving Project, increasing the contract value by \$5,637.97, resulting in a contract price of \$2,350,495.44.

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(B.) Utility

Ratify Partial Payment #79 to Bown Engineering Elkhart WWTP Capacity Upgrades Phase 2 (tabled)

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board removed the item from the table. Jason Simnick explained the item was not ready to be ratified. On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board tabled the item.

Ratify Partial Payment Request #20 to C&E Excavating: Oakland Avenue Forcemain Phase A SA7878

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board ratified partial payment request #20 in the amount of \$43,469.00 to C&E Excavating from SRF loan WW22162005 for construction on the Oakland Avenue Forcemain-Phase A project.

6. Utility

(A.) Administration

Water Utility MRO for January 2025

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board accepted and placed on file the Water Utility MRO for January 2025.

Change Order #1 Elkhart Benham Water Tower Rehabilitation

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved Change Order #1 to Viking Industrial Painting for the rehab of Benham Water Tower for a deduction to the contract price of \$88,116.36, bringing the new contract price to \$441,983.64.

(B.) Summary

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board ratified the following permits:

Driveway Permit: #5158, Owner: Norco Industries
Property: 2924 CR 6.
Contractor: DJ Construction
\$3500 cash bond

Release of Bond: #5158, DJ Construction
Property: 2924 CR 6.
\$3500 Cash bond

Revocable Permit: #6596, Placed by: Judy Cunningham
Property: 1500 County Road 6
Permit holder: Judy Cunningham
Description: Signs advertising Bazaar

#6597, Placed by: Bruce Carter
Property: 200 E. Beardsley
Permit Holder: First Presbyterian Church
Description: Yard Signs

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#6598, Placed by: Bruce Carter
Property: 200 E. Beardsley
Permit Holder: First Presbyterian Church
Description: Yard Signs

#6599, Placed by: Bruce Carter
Property: 200 E. Beardsley
Permit Holder: First Presbyterian Church
Description: Yard Signs

7. New Business

Commission Assistance Program Contract with Indiana Landmarks

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved the Commission Assistance Program Contract with Indiana Landmarks in the amount of \$7,250.00 plus \$35.00 for each member of the Historic Preservation Commission for membership in Indiana Landmarks.

Change Order #1 Bid #24-23 Council Chamber Audio Video Upgrades

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board approved Change Order #1 for Bid #24-23 Council Chamber Audio Video Upgrades decreasing the bid value by \$34,000.00, resulting in a bid price of \$253,143.76.

Request Purchase of EZ Liner Road Marking Machine


On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board granted permission to purchase a new EZ Liner Teton TV-AL500 Road Marking Machine for \$401,914.00 using the Sourcewell Contract #080521.

8. Award Bid #25-08 Contract Paving Project 1


On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board awarded Bid #25-08 2025 Contract Paving Project 1 to Reith-Riley who submitted the lowest responsive bid, with a contract price in the amount of \$637,313.70.

9. Adjournment

On motion by Andy Jones, seconded by Ron Davis and carried 3-0, the Board of Works adjourned at 9:38 a.m.



Rose Rivera, City Attorney

Attest: 

Nancy Wilson, Clerk of the Board

LERNER THEATRE BOARD
Wednesday, February 12, 2025

President Gary Boyn called the Regular Meeting of the Lerner Theatre Board to order at 10:00 a.m. on Wednesday, February 12, 2025. The Clerk of the Board, Nancy Wilson called the roll. Gary Boyn, Diana Lawson, Dina Harris, Jamie Arce and Fran Bouie attended in-person. Dallas Bergl and Carrie Berghoff attended on Webex.

1. AGENDA

On motion by Diana Lawson, seconded by Dina Harris and carried 7-0, the agenda was amended by adding the Terminix Agreement. On motion by Dina Harris, seconded by Jamie Arce and carried 7-0, the amended agenda was approved.

2. MINUTES: Regular Meeting January 8, 2025

On motion by Dina Harris, seconded by Jamie Arce and carried 7-0, the Board approved the minutes from January 8, 2025.

3. TREASURER'S REPORT

Financials December 31, 2024

Nick Muller of Kruggel, Lawton and Co. attended on Webex. The December 31, 2024 financial report was submitted to the Board for review. Total operational expenses of \$1,832,164 were covered by a City contribution of \$827,747 (45%) and a Lerner contribution of \$1,004,418 (55%). This compared with 2023 City's contribution of 55% and the Lerner's contribution of 45%. The net income from Theatre operations only (shown as Gross Profit) at the end of the period was \$910,102 which was an increase of \$231,990 from 2023. The YTD net income for all Lerner operations (including City expenses) at the end of the period was \$172,253 which was an improvement of \$178,891 from the net loss on last year's statement of (\$6,638). On budgeted City Operational Expenses alone we were under-budget by \$655,587 year-to-date. On motion by Diana Lawson, seconded by Dallas Bergl and carried 7-0, the Financials from December 31, 2024, 2024 were approved.

Claims and Allowance Docket

On motion by Jamie Arce, seconded by Dallas Bergl and carried 7-0, the Board approved the claims and allowance docket totaling \$84,889.32 as listed on the register consisting of 5 pages, prepared on February 10, 2025 at 10:19 a.m.

4. PRESIDENT'S REPORT

Diana Lawson gave an update on the 100-year celebration. Diana announced they were really honored this past week by being able to secure a title sponsor for the 100-Year events that will include: The Lerner Loves You Movie Series, an Arts Recognition Reception prior to the Diana Krall performance at the Elkhart Jazz Festival where the Lerner is actually going to express its love for all of those organizations that are a part of making it so vital in our community and vibrant, also for the Premier Arts three performances called "The Gift" which Craig Gibson is putting together. We are so proud of the work Premier Arts is doing. It is a new musical about the history of the Lerner and we are excited about that! We will also include a performance of the Elkhart County Symphony that will have a special performance that has not been announced yet, but you will be very excited about it. Also, the donation secured some needed Marketing dollars. These are part of the proposal that was made last week to the Elkhart County Convention and Visitors

LERNER THEATRE BOARD

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Bureau. Jon Hunsberger who is the CEO of that organization is here today. She thanked him for his generosity and for the organization. She knows from her past relationship with ECVB that this fits in well with their mission. Jon thanked Diana and on behalf of the Elkhart County Innkeeper Tax Commission as well as the Elkhart County CVB Board, we are thrilled to be able to support and sponsor the Lerner 100-year Celebration. It truly is a once in a lifetime opportunity. Knowing the need and being able to support this endeavor in a way that substantially moves it forward and continues to show the support and pride in our community He gave the Board a letter of support and a check for their donation. Gary Boyn said on behalf of the Board, this donation of \$182,000.00 is just phenomenal and we can't thank you enough. Diana Lawson added that this is so special because we are going to be able to offer this to the community at no cost, so they will be able to come and see our beautiful theatre celebrate the 100-year with us, and will be able to see the talent that comes on this stage regularly, and the talent that is provided in our community. We are thrilled. Thank you so much Jon! In addition, Diana passed out information about the 100-year branding. She announced they are updating the Green Room and it look fabulous. She said for Promotions and Publications they are getting ready to release the first Quarterly Publication which will be distributed in a number of different ways along with the postcards and note cards. Entertainment will include the Film Series, A Lerner on the Lawn performance, Premier Arts "The Gift", the "Grand Event" marquee event which is a Friends of the Lerner and the Community Foundation of Elkhart County Sponsored event which will include a Friends of the Lerner fundraiser. Ashley Hughes in the Mayor's Office is leading the charge and collecting all of the information that will go in the Time Capsule. The documentation from the theatre and a historical review from the beginning of the theatre through the renovation. We are working on our Sponsor and Donor Relations and looking to our Board for support with those. There will be a pre-show reception for Diana Krall as well during the Jazz Festival. Starting off the Film Series on February 23rd, is the "Imitation of Life" from 1934 as we move through the decades and highlight the types of movies that would have been shown during that time. The film is at no cost to the community and there will be free popcorn for the first 300 patrons! The Downtown Merchants have really been terrific in helping the outreach committee get the word out. All of the upcoming films will be shown at no cost. Diana said Sherry and the staff have been terrific.

Gary introduced the Resolution that accepts donations to help fund the anniversary events in 2025 as follows: \$100,000 of funds appropriated by the City Council; \$100,00 from The Friends of the Lerner, Inc.; \$50,000 from the Community Foundation of Elkhart County; and \$182,000 from the Elkhart County Convention and Visitors Bureau. He asked for a motion to accept those donations and direct those funds and all future Anniversary Celebration donations be deposited promptly upon receipt into the Lerner Theater Donation Fund #2315 established by the Elkhart City Controller. All such donations shall be restricted for the specific use defined by the Donor, and we need to make sure we send out written acknowledgements of each one, and authorizing the Board President or in his absence the Vice-President to execute all contracts needed for the 100th Anniversary Celebration shows and events, subject to the prior review and approval

LERNER THEATRE BOARD

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of the Elkhart City Attorney and City Controller, and directs all such contracts to be reported to the Board at the next meeting, authorizing the Lerner Managers to incorporate the revised Standard Operating Procedures into their Procedures Manual, providing the revised forms of Event Contract to all Lessees and do all acts they deem necessary in furtherance of this Resolution. On motion by Dina Harris, seconded by Dallas Bergl and carried 7-0, the Resolution was adopted as read. Gary noted that all of the donations so far have been given letters of acknowledgement.

5. FRIENDS OF THE LERNER

Gary noted the Lerner Board and the Common Council received the Annual Report on the Critical Needs Fund stating there were no requests for the Critical Needs Fund in 2024 for the Lerner. The Critical Needs Fund at the Community Foundation was established by the City Council and is for the Friends of the Lerner to use in case an emergency maintenance repair is needed for the Lerner Theatre. We have made one request in 2025. The fund is very helpful and we appreciate having it in place. That is another example of the City Council stepping up to the plate to make sure the Lerner's needs are covered.

6. CRYSTAL BALLROOM CATERING

Kurt Janowsky attended on Webex. January in the Ballroom was \$38,651 vs. \$32,000 last year. The great thing about numbers that small is we can say we were up 20%. There were no shows in the theatre so there was no concession revenue. Business is good and bookings are up from last year at this time. Gary thanked him for everything he does for the community.

7. PREMIER ARTS

Craig Gibson said PA is off to a great start. He said they have over 80 people in "Charlie and the Chocolate Factory" with over 120 people auditioning. Season tickets have been really great. Sherry did a great job with PA and Ticketmaster and our patron experience has been very good. The building looks great. It is looking its best. Deen and Tim are going a great job. Craig said Diana has done such a good job with the Anniversary project. The committee and the work are fun to be a part of. People are really engaged which is exactly what we need.

8. GENERAL MANAGER REPORT

Conway Entertainment Group

Sherry May reported they are focusing in January and February on Policies, Procedure and Training. Deen is working with EPD on Active Shooter Training. Sarah has completed a great Floor Manager SOP. All of the staff completed Kulture City Training. Deen put together the Emergency Response Plan which is in the packet today for approval. Jenna is working on some email platforms that may be less expensive than what we are currently using. Diana said the new carpet shampooer she used in the Ballroom is working well. Three people started Manager Training yesterday. It is a 4-course afternoon series for Jenna, Marketing and Communications Director, Brittney Winegard from the Box Office, and Diana Galvas Lerner Services. Sherry mentioned the event happening this Friday night the Grand Shanghai Circus. The opportunity came to us, and with three weeks to prepare we tried it. We had very little risk and have already hit our break even point. It was a great exercise for the staff to see what we could do. She complimented Jenna and

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Holly for getting the word out and selling tickets so quickly. We created the Cittadine Club and hope it will be a good bar night. We will have a piano player in there and it should be a nice place for people to take Valentines pictures. Gary liked the idea of using the Cittadine space as a bar area.

Scott Welch thanked Kevin Davis and Gary Boyn for helping with the Outback deal. It is very close to being done. He updated the Board on the job search for a GM. It is posted on several websites and they already have 15 people. They plan to interview and give the Mayor three choices to pick from since it is his appointment. We hope to have someone in place by the end of April. He said he has been really impressed with the quality of people we have gotten in. We have really experienced people and we have some local people. We will give everyone the same opportunity. Scott commented it has been rewarding to see how well that staff has pulled together as a team and realizing what it takes. The theatre business is different. You might come in at 8am and get out at midnight.

9. NEW BUSINESS

Revised Event Contract

Sherry May explained the reason to present a revised Event Contract for approval. On motion by Dina Harris, seconded by Diana Lawson and carried 7-0, the Event Contract was approved as revised.

Resolution Approving Lerner Emergency Response Plan

Deen Tuggle explained the revisions made to the plan. On motion by Dina Harris, seconded by Dallas Bergl and carried 7-0, the Emergency Response Plan dated January 27, 2025 was approved.

Resolution Approving Outback Preferred Promoter Agreement

Gary explained the agreement to the Board. Outback may have some comments. On motion by Dina Harris, seconded by Diana Lawson and carried 7-0, the Outback Preferred Promoter Contract was approved as presented with the Board President and Clerk authorized to approve such revisions as they deem appropriate, and consistent with the intent of the parties that have been reviewed and approved by Legal Counsel, and execute and deliver the final form of Agreement. The Officers of the Lerner staff are authorized to do all acts they deem necessary and appropriate in furtherance of this Resolution.

Contract with Chicago Flyhouse

Deen Tuggle presented an Agreement with Chicago Flyhouse for approval. On motion by Dina Harris, seconded by Diana Lawson and carried 7-0, the Chicago Flyhouse Agreement was approved for \$16,542.00.

IT Third Party Agreements and IT NDA

Deen Tuggle presented the IT Third Party Agreements and IT NDA for approval. On motion by Dina Harris, seconded by Diana Lawson and carried 7-0, the Board approved the IT Third Party Agreements for Premier Arts and Crystall Ballroom, and the IT NDA.

Request Quote #25-01 Lerner Security System Improvements

Deen Tuggle explained the Security Quote to the Board. On motion By Dallas Bergl, seconded by Fran Bouie and carried 7-0, the Board granted permission to solicit Quote #25-01 Lerner Security System Improvements.

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Amendment No. 1 Sherry May Agreement

Gary Boyn explained the amendment to the Board. On motion by Dina Harris, seconded by Diana Lawson and carried 7-0, Amendment No. 1 to the Sherry May Agreement was approved.

Resolution Authorizing Engagement with Wagner Meinert LLC

Deen Tuggle explained the agreement to the Board. On motion by Dina Harris, seconded by Jamie Arce and carried 7-0, the Board approved the Wagner Meinert LLC Agreement.

Terminix Agreement

Deen Tuggle explained the contract to the Board. On motion by Diana Lawson, seconded by Jamie Arce and carried 7-0, the Board approved the Terminix Agreement as presented.

10. DIRECTOR OF EVENTS REPORT

The Director of Events Report has been inserted in the minutes as presented.

Activity (February-April)	As % of 90 days	
24 Events	27%	Activity in theatre
8 Ticketed Events	9%	Ticketed events
7 Non-Ticketed Events	8%	Non-Ticketed events
9 Rehearsal Dates	10%	Rehearsal Space

Compare to 2024 Board Report Ticketed Events: 21

Compare to 2024 Board Report Non-Ticketed Events +Rehearsals: 20

DIRECTOR OF EVENTS

PREPARED BY: SARAH MACER

Accomplished in January:

- Updated Facility Occupancy numbers were sent off to departments for anyone visiting The Lerner. Prism has been updated based off from conversations with Sherry, Blake and Scott. I'm updating Show Manager as shows come through and verifying others are keeping up on the shared drive.
- Deen and I are continuing to set up meetings for our individual committee with the 100 year celebration along with meetings with the full committee. We are working together to get a few times advanced and announced for the year.
- All of my usual tasks associated with my position have been completed; Show Closings sheets have been completed for each show and the show closing schedule for the month was sent to KL. We've had to update that a few times last month and I appreciate the communication with Kruggel Lawton to make sure we're running smooth. I am hoping to schedule more meetings with Prism to update our practices.

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Updates for January:

Prism:

After having met with our representative last month I am hoping to set up a few meetings this month to start diving into Prism a little more deeply. We have to get a consensus as to our user rate sheets and contracts before we can make some of those consistent across Prism, but I am excited to have a starting place. I'm hoping this will help keep things streamlined for the rest of the team and once the new General Manager comes on board. This will take more than just a few months of planning but I am excited to get everything started.

KultureCity:

We are officially compliant for Year 2 of KultureCity at The Lerner! I have been working with our KultureCity representatives to get a few things updated on our website, but I am happy to say that all full time staff trained have completed their Year 2 training! I have a few part time staff to connect with still and we've had a steady stream of our Volunteers sign up and complete the training as well. This is not mandatory for our Volunteers, but I am offering to any that are interested.

Planning and Building Procedures:

After having worked through some details with Sherry I am now working with Deen on pricing and planning out future numbers and details that will be needed to see if we can continue our routine series like Lerner on the Lawn, The Silent Organ Series and Lunchtime Live. I am pricing out the movie series through the decades and we're hopeful we can announce on this soon. The Floor Manager Manual has been briefed by all full time managers and Kevin Davis, our City Legal representative. Huge thanks to Kevin for all of the help he's provided on many the tasks and questions I've thrown his way.

OPERATIONS MANAGER

PREPARED BY: DEEN TUGGLE

I am excited to officially be in the role of Director of Operations. Like my previous role as Tech & Facilities Director, I will continue to oversee the Tech, Facilities, and Building Services departments, but with more time to give to all the departments. I am happy to have Jacob move into the Tech Director spot and continue to guide him on the path to success. I am also happy to still have Diana and Tim in their respective roles. Together, we are moving towards great success in keeping this building in the best shape, while implementing procedures and preventative maintenance. It is my goal to have a smoothly functioning system where no tasks are forgotten and no stone left unturned. I am grateful to be put in this position of leadership and to continue serving our great community, while building a strong team along the way. I look forward to putting stronger systems in place so that The Lerner can last another 100 years for the next generation to enjoy. My team is already hard at work to start the New Year off strong as you will see below.

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Projects/Tasks Overview

Task	Department	Deadline	Completion Status	Employee
Update volunteer tour docent manual.	Operations	2025-01-31	100%	Deen
Update Emergency Response Plan	Operations	2025-01-31	100%	Deen
Annual emergency lighting inspection.	Operations Facilities	2025-01-31	100%	Deen & Tim
Dressing rooms 1-4 bathroom floor refinish.	Facilities	2025-01-24	100%	Tim & Tom
Deep clean all restrooms.	Bldg. Services	2025-01-31	100%	Diana
Deep clean all dressing rooms.	Bldg. Services	2025-01-31	100%	Kyle
Fill part-time custodian positions.	Bldg. Services	ASAP	100%	Diana
Annual stage lighting maintenance.	Tech	2025-02-28	75%	Jacob & Jose
TD training.	Tech	ASAP	50%	Jacob

Upcoming Projects/Tasks

Task	Department	Deadline	Employee
Add additional preventative maintenance tasks into the management software.	Operations Facilities	2025-02-28	Deen & Tim
Annual sprinkler inspection.	Operations	2025-02-28	Deen
Annual stage rigging inspection & maintenance.	Tech	ASAP	Jacob
Microphone Cleaning	Tech	2025-02-28	Jacob
HVAC Filter Change	Facilities	2025-02-28	Tim
Ballroom Carpet Cleaning	Bldg. Services	2025-02-07	Diana
Building Carpet Cleaning	Bldg. Services	2025-02-28	Diana

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TECHNICAL DIRECTOR
PREPARED BY: JACOB ZEHR

Overview:

Greetings! I'm excited to step into the role of Tech Director and continue learning the nuances of the technology we use at the Lerner. Deen has been steadily training me on tech processes in the theatre and Crystal Ballroom. We plan to continue more specific training related to shows scheduled in the coming months.

In January, we welcomed Rally for Life Michiana and facilitated their march around downtown Elkhart. Then, we put on Winter Bravo Bash, hosted by Aurinko Conservatory of Dance. This event featured energy-filled dancers twirling in their tutus as well as a sneak peek of their spring show, Cinderella. Apart from these shows, myself and various part time stagehands have been completing scheduled maintenance on lighting and sound equipment in preparation for the year of shows. We also worked with City IT to align our networks with all other city departments.

I appreciate the opportunity to lead in this position and look forward to facilitating our lineup of shows and celebrating 100 years of the Lerner.

January Accomplishments:

- Training on technical theatre systems
- Annual Lighting & Sound Maintenance
- Understanding Tech invoicing & pricing

Upcoming Tasks:

- Scheduling stagehands for large shows
- Continued training in preparation for larger tours
- Training stagehands to operate lighting board, sound board, and flyrail

COMMUNICATIONS & MARKETING COORDINATOR

PREPARED BY: JENNA BROUILLETTE

The beginning of 2025 is here, and we are excited for it! January was a slow month for events in the theatre, but a busy month of planning for the year ahead.

As we continue celebrating the Lerner Theatre's 100th anniversary, I've been focused on projects that highlight our rich history while enhancing community engagement. From historical documentation to special event series promotions, these efforts will help us honor the past while keeping our audiences excited for the future.

This month, training has also been a priority. Having training and documentation for floor managing procedures and for helping patrons with the hearing assistance loop has been very helpful. Looking ahead, I'm excited for the opportunity to participate

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in Management Training courses at IUSB, which will strengthen leadership skills in the office and during events.

Here is a snapshot of The Lerner Theatre’s Socials as of 1/31/25:

	October 2024	November 2024	December 2024	January 2025	1-Month Change
Total Audience	36,591	36,835	37,003	37,012	0.02% Increase
Total Impressions	492,900	842,664	471,502	82,095	82% Decrease
Total Engagement	12,452	14,300	8,419	1,681	78% Decrease

Additional Social Context:

With a limited number of shows in the first quarter, I focused on internal projects with the goal of allocating more resources toward our digital content in the future as more is announced on the calendar. A decline in social numbers over quieter months is expected.

Beginning June 2024, The City of Elkhart announced the following regarding meetings and social platforms. “The City of Elkhart utilizes its Facebook pages to share information and engage with our constituents. We will continue to use all city pages with that goal in mind, however, commenting on future posts will not be allowed.”

As a City-Owned building, this policy affects our pages as well, effectively impacting show announcements, promotions, information sharing, and interaction with patrons (positive or negative). We are currently navigating this constraint and seeing significant long-term challenges to our social data as this limits engagement with our posts and impressions as well.

Done in January

- Worked on developing Marketing plans for The Lerner and The Lerner Theatre 100th initiatives
- Continued as a liaison to the Lerner’s 100 year celebration committees in the areas of History+Renovation and Communications
- Continued Lerner History Research and digital documentation of resources
- Trained on Floor Management and Hearing Assistive Devices

Goals for February

- Begin Management Courses at IUSB
- Continue as a liaison to the Lerner’s 100 year celebration committees in the areas of History+Renovation, Community Outreach, and Communications.
- Assist in the rebrand our information, website, and socials for the 100th Anniversary!

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MEDIA SPECIALIST

PREPARED BY: HOLLY COWAN

This past month I've been focusing on different design pieces. Starting the first of January, we officially launched our new 100 Year Branding. The beginning of the month has been spent updating email and social templates with our new branding to keep everything consistent.

Along with the new branding there has been several projects going with The Lerner 100 Committee that I have assisted with. One initiative has been to create and print some wall decals for inside of the building. Those have been ordered with Alphagraphics and are in production. I have also been working with the committee to design some graphics for our upcoming series programming.

Jenna and I were also able to have a meeting with Erin, who works with Microsoft, about accessibility. She was able to provide several training resources for us to learn more about the accessibility pieces needed on our website. Jenna and I are hoping to work with Eyedart further on the implementation with the navigation of our website. We are also working on creating a page featuring our accessibility offerings.

I've also been digging into features on our website further and getting more acquainted with Wordpress. I was able to attend some workshops about SEO to help improve our website. I hope to continue this work further into February.

For February, I'm wanting to continue creating some more branded pieces including some reels and video content along with further updates to our website.

Accomplishments in January

- Create and print takeaway cards for becoming a Lerner Volunteer and Tours of The Lerner
- Create new graphics and printed pieces for the 100 Year programming
- Create graphics for our building highlighting the 100 Year logo
- Design a new Know Before You Go social graphic and email templates

Upcoming Goals for February

- Create a new page for the website about our accessibility and work with Eyedart on redesigning our website
- New page for the website about artwork on display in The Lerner
- Ongoing – update The Lerner Website and Friends of The Lerner Website information
- Continue working with Eyedart on accessibility features for our websites
- Work on sponsorship deck with Jenna and Sherry

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BOX OFFICE MANAGER
 PREPARED BY: BRITTANY WEINGART

Box Office Manager Goals:

- Continue to learn and grow as the Box Office Manager
- Continue to teach, train and listen to the Box Office Staff
- Continue to Build Shows Successfully

Accomplishments:

- Successfully built ALL of the Premier Arts single events
- Successfully trained the Box Office Assistant on how to build shows
- Hired and Trained 2 new box office employees

Box Office Assistant Goals:

1. To be able to build a show from start to finish by myself
2. Feel more comfortable being lead manager for a show
3. To stay more on top of changing the SOP's in the Box Office manual.

Accomplishments:

1. Doing the daily audits with less errors
2. How to build a show
3. Doing the monthly reports by myself.

4. Date	Time	Event Name	On Sale Date	Sold	Net Revenue	Hist. Fee	Total Rev.
1/25/2025	3:00 PM	Bravo Bash	10/16/2024	284	\$3,768.00	\$852.00	\$4,6
2/2/2025	4:00 PM	Elkhart County Symphony - Mahler Symphony Number 2	7/24/2024	382	\$7,648.00	\$1,146.00	\$8,7
2/22/2025	3:00PM	Aurinko Ballet Presents: Cinderella and Repertory	10/16/2024	117	\$2,652.00	\$351.00	\$3,0
2/22/2025	1:00 PM	Cinderella and Repertory - Tea Party	10/16/2024	25	\$1,312.50	\$75.00	\$1,3
3/14/2025	7:30PM	Charlie & The Chocolate Factory	2/3/2025	2	\$48.00	\$6.00	\$54.
3/15/2025	7:30PM	Charlie & The Chocolate Factory	2/3/2025	4	\$83.60	\$12.00	\$95.
3/16/2025	2:00PM	Charlie & The Chocolate Factory	2/3/2025	7	\$51.00	\$21.00	\$72.
3/30/2025	4:00 PM	Elkhart County Symphony - Passion and Poetry	7/24/2024	2	\$62.00	\$6.00	\$68.
5/3/2025	7:00 PM	Justin Willman	11/1/2024	23	\$1,231.50	\$69.00	\$1,3
5/9/2025	7:30PM	Fiddler on The Roof	2/3/2025	2	\$48.00	\$6.00	\$54.

LERNER THEATRE BOARD
 Wednesday, February 12, 2025

5/10/2025	7:30PM	Fiddler on The Roof	2/3/2025	4	\$83.60	\$12.00	\$95.
5/10/2025	2:00PM	Fiddler on The Roof All Youth	2/3/2025	6	\$162.00	\$18.00	\$180.
5/11/2025	2:00PM	Fiddler on The Roof	2/3/2025	7	\$159.00	\$21.00	\$180.
5/18/2025	4:00 PM	Elkhart County Symphony - Rebel Symphnoire	7/24/2024	7	\$211.00	\$21.00	\$232.
6/13/2025	7:00 PM	A Toast to Bread	11/8/2024	104	\$4,522.00	\$312.00	\$4,834.
6/19/2025	8:00 PM	Elkhart Jazz Fest Presents: Diana Krall	12/6/2024	225	\$16,574.00	\$675.00	\$17,249.
7/18/2025	7:30PM	Disney's The Little Mermaid	2/3/2025	2	\$48.00	\$6.00	\$54.
7/19/2025	7:30PM	Disney's The Little Mermaid	2/3/2025	4	\$83.60	\$12.00	\$95.
7/19/2025	2:00PM	Disney's The Little Mermaid All Youth	2/3/2025	6	\$162.00	\$18.00	\$180.
7/20/2025	2:00PM	Disney's The Little Mermaid	2/3/2025	7	\$159.00	\$21.00	\$180.
8/15/2025	7:00PM	The Chrissette Michele Experience	1/24/2025	30	\$3,862.00	\$90.00	\$3,952.
10/17/2025	7:30PM	Disney's Descendants The Musical	2/3/2025	2	\$48.00	\$6.00	\$54.
10/18/2025	7:30 PM	Disney's Descendants The Musical	2/3/2025	4	\$83.60	\$12.00	\$95.
10/18/2025	2:00PM	Disney's Descendants The Musical All Youth	2/3/2025	6	\$162.00	\$18.00	\$180.
10/19/2025	2:00PM	Disney's Descendants The Musical	2/3/2025	7	\$159.00	\$21.00	\$180.
11/16/2025	3:00 PM	Snow Queen	9/18/2024	5	\$270.00	\$15.00	\$285.
12/12/2025	7:30PM	The Gift: A New Musical	2/3/2025	2	\$48.00	\$6.00	\$54.
12/13/2025	7:30PM	The Gift: A New Musical	2/3/2025	4	\$83.60	\$12.00	\$95.
12/14/2025	2:00PM	The Gift: A New Musical	2/3/2025	7	\$159.00	\$21.00	\$180.
25PAPF		Premier Arts Season Package Friday	12/13/2024	64	\$7,524.00	\$192.00	\$7,716.
25PAPPY		Premier Arts Season Package Youth	12/13/2024	2	\$150.00	\$6.00	\$156.
25PAPS		Premier Arts Season Package Saturday	12/13/2024	32	\$3,744.00	\$96.00	\$3,840.
25PAPSU		Premier Arts Season Package Sunday	12/13/2024	20	\$2,372.00	\$60.00	\$2,432.

Total Ticket Revenue	\$61,949.00
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LERNER SERVICES COORDINATOR
 PREPARED BY: DIANA GALVES

In January, The Lerner had several events as did the Ballroom. This allowed Building Services to do some heavy duty cleaning within the building.

Accomplished in January:

- Building Services did heavy duty cleaning in Main floor and Ballroom.

LERNER THEATRE BOARD

Wednesday, February 12, 2025

- Washed down all walls underneath sinks, soap dispensers in Family bathrooms, hand blowers, toilets, and urinals.
- Due to the cold weather and treated sidewalks/streets Building Services had to vacuum and mop daily the Franklin St. entrance, Premier Arts entrance, and Box office.
- We also did interviews for 2 part-time janitorial positions.

Upcoming Tasks:

- Work on thoroughly cleaning all 4 Dressing rooms.
- Work on thoroughly cleaning auditorium and balcony.

FACILITIES MANAGER

PREPARED BY: TIM GARDNER

All lower level dressing room bathrooms have been stripped of old vinyl tile, cleaned and repainted with an acrylic/epoxy blend paint for durability and ease of cleaning. All base board cove molding also replaced.

Completed all PM measures for January

Started repair of balcony hand railing.

Started prepping Green Room kitchen for paint.

Goals for Feb 25

Finish kitchen painting, get ready for Green Room redecoration. Paint is ready for kitchen. Bathroom floor to be stripped, prepped and readied for Polycuramine coating. Waiting only on final color decision on bathroom and green room flooring

On or about Feb 14th will start with floor in Ballroom Kitchen. Strip, prep and paint with same type of acrylic/epoxy blend paint as used in dressing room bathrooms.

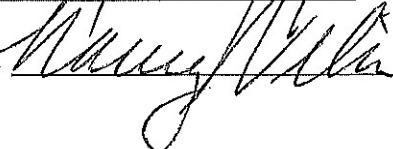
Replace baseboard cove molding. Complete all PM measures for Feb.

10. ADJOURNMENT

On motion by Jamie Arce seconded by Diana Lawson and carried 7-0, the Lerner Theatre Governing Board was adjourned at 10:56 a.m.



Gary Boyn, President

Attest: 

Nancy Wilson, Clerk of the Board

CITY OF ELKHART

STORMWATER BOARD MEETING

AGENDA

Office of Public Works
1201 S. Nappanee Street

3:40 p.m., Thursday, December 19th, 2024

In attendance: Jim Boyles, Joe Foy, Thomas McNicholas and Kayla Jewell in person.

1. APPROVE MINUTES – August 15 and October 17, 2024

Motion by Thomas; Seconded by Boyles.

2. STORMWATER UTILITY

a. Construction Site Inspections

The board discussed the list of site inspections and broke it down by initial stage of permitting, active construction, construction complete and Notice of Termination (NOT) approved. Communications with projects was also reviewed.

b. Proposed 2025 Stormwater Board Meeting Schedule

The board went over the proposed 2025 Stormwater Board meeting schedule and discussed any future potential conflicts.

c. Proposed 2025 Stormwater Utility Budget

Joe explained why there were increases in specific budget lines and discussed the remainder of the Stormwater Utility budget lines with the board.

d. General Updates

o Facility Inspections – 4th quarter

Joe stated the 4th quarter facility inspections overall went well.

o Storage Rentals of America – update

Storage Rentals of America successfully obtained their Notice of Termination (NOT) so their permit is now closed.

o Letter to Overholt Masonry

Joe plans to make a phone call to Overholt Masonry after the holidays to discuss the training that was offered in the letter that was sent on 12/11/2024.

e. Partnership update

o Impervious data update

There has been limited access to Impervious Data, but updates will be complete by 12/31.

o Contractor Workshop – Pay Dirt In-Field

The SWCD is still preparing and planning for the upcoming workshop on March 4th-5th.

3. OTHER BUSINESS/COMMUNICATION

N/A

4. PUBLIC PARTICIPATION

There was no public participation at this meeting.

5. ADJOURNMENT

The meeting concluded at 4:20pm.

Next Stormwater Board meeting is February 20, 2025 at 3:30 pm.