



AGENDA FOR ELKHART REDEVELOPMENT COMMISSION MEETING
MUNICIPAL BUILDING (2ND FLOOR), COUNCIL CHAMBERS
TUESDAY, SEPTEMBER 9, 2025 at 4:00 P.M.

THIS MEETING WILL BE HELD IN-PERSON & ELECTRONICALLY VIA WEBEX

To join, go

<https://signin.webex.com/join>

enter **2311 631 9050** as the event number and **RDC9** as the event password.

To join by phone, call **1-415-655-0001**, enter **2311 631 9050##**

*Press *6 to unmute telephone*

Comments and questions may be submitted via the WebEx app during the meeting or may be submitted to Michael.Huber@coei.org prior to the meeting.

1. **Call to Order**

2. **Approval of Minutes**

- August 12, 2025, Regular Meeting Minutes

3. **New Business**

a) **Open Bids**

b) **CAPER Public Hearing (July 1, 2024 to June 30, 2025)**

-

c) **RFQ/P Woodland Crossing Renovations Phase 1**

- Acknowledge companies that submitted bids and refer bids to Technical Review Committee for review and recommendation.

d) **Award Second Street Planter Bid**

- Award contract for planters

- e) **Asbestos Assessment and Remediation for 812 S. Main and 420 S 2nd St**
 - Approve permission to advertise for bids for asbestos assessment and remediation of 812 South Main and 420 South Second Street.
- f) **Property Offering**
 -
- g) **Aeroplex TIF Funds Request for costs associated with Runway Joint Replacement**
 - Appropriate funds for airport runway joint replacement and engineering fees
- h) **LaBour Pump Expert Witness Additional Funds**
 - Approve additional funds for LaBour Pump expert witness and approve \$25,500 from Brownfield Services Special Fund.
- i) **Approve the Economic Development Agreement for River District Garage Project and Funding of the Series 2025 Note**
 - Approve the Garage Project and funding of the Series 2025 Note in the amount of \$8,000,000 and appropriate \$8,000,000 from Cassopolis Allocation Area Special Fund to fund the Series 2025 Note.
- j) **Woodland Crossing Snow and Salt Quotes**
 - Approve Woodland Crossing Services Contract with Advanced Property Maintenance of South Bend.

4. **Staff Updates**

5. **Other Business**

- a) Warrick and Boyn Invoice
- b) TIF Report

9. **Public Comment**

10. **Adjournment**



REGULAR MEETING
ELKHART REDEVELOPMENT COMMISSION
LOCATION: CITY HALL, 2ND. FLOOR, COUNCIL CHAMBERS
Tuesday, August 12, 2025
4:00 p.m.

PRESENT: Dina Harris, Sandi Schreiber, Wes Steffen, Gary Boyn, Sherry Weber (Recording Secretary), Mike Huber, Adam Fann, Jacob Wolgamood, Mary Kaczka, Joshua Hofer, Clayton Sidenbender (Elkhart Truth), John Hundsberger (ECCVB), Brandon Eakins (Elkhart Community Schools), Jesse Tindle (Elkhart Area Career Center) and Paul Phair (Development Properties).

PRESENT BY WEBEX: Chris Pottratz, Lewis Anne Deputy and Mary Lou Timmons

CALL TO ORDER

This meeting was held in-person, telephonically, and virtually through WEBEX. The meeting was called to order at 4:01 p.m. by Ms. Schreiber, President.

AMEND AGENDA

Ms. Schreiber asked for a motion to amend the August 12, 2025, agenda to remove item b, Economic Development Agreement for River District Garage Project). Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

APPROVAL OF MEETING MINUTES

Ms. Schreiber asked for a motion to approve the July 8, 2025, Regular Meeting Minutes and the amended July 29, 2025, Special Meeting Minutes. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

NEW BUSINESS

A. OPENING OF BIDS

Mr. Wolgamood addressed the commission stating there are bids to open for Second Street planters. The Development Team will review the submitted bids and bring their recommendation back to the commission at a later date.

Second Street Planter Bids received:

- Wausau Tile-72" Planter, Reservoir System, Shipping = \$141,254.58
- Wausau Tile-96" Planter, Reservoir System, Shipping = \$177,445.34
- Reading Precast-72" Planter, Shipping = \$115,200.00
- Doty & Sons Concrete Products. Inc.-72" Planter, Shipping = \$169,800.00

B. Economic Development Agreement for River District Garage Project

This item was removed from the agenda.

C. Transfer of Real Property to Elkhart Community Schools

Mr. Adam Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the transfer of property at 1425 W. Indiana Ave. and 1720 W. Indiana Ave. to Elkhart Community Schools. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

D. Parkway at 17 Development Agreement

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the assignment assumption and amendment to the Economic Development Agreement with HP the Flats at Pinecreek, LLC as purchaser and developer for construction of multi-family apartment complex on real estate off of CR 17 as presented to the commission. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

E. Courthouse Block Consultant

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the employment of Moules and Polyzoides and the agreement for professional services to perform conceptual design services on the county courthouse block at a fee not to exceed \$110,000 and appropriate \$55,000 from Downtown Allocation Area No. 1 Special Fund and \$55,000 from the Cassopolis Street Corridor Allocation Area Special Fund to cover the cost of those services. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

F. Great Lake Mennonite Thrift, Inc. Access Agreement for 138-4 Woodland Crossing

Ms. Mary Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the six month access agreement with Great Lakes Mennonite Thrift, Inc. for 138-5 at Woodland Crossing set to expire February 28, 2026. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

STAFF UPDATES

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

- **2025 Brownfield Conference** - Adam Fann and Jacob Wolgamood attended the 2025 Brownfield Conference in Chicago, IL this month.
- **EPA and Roberts Environmental** - Discussions with Ice Miller and Nelson Law about what the EPA intends to do regarding cleanup action. Roberts Environmental is almost done with injections. Once Roberts is done, the plan is EPA will step in and start some of the excavations.

OTHER BUSINESS

Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$29,773.54. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

The commissioners have the TIF Report.

PUBLIC COMMENT

No public was present to address the commission.

ADJOURNMENT

There being no further discussion, Ms. Schreiber asked for a motion to adjourn the meeting. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved. The meeting adjourned at 4:21 p.m.

Sandra Schreiber, President



City of Elkhart
Redevelopment Commission

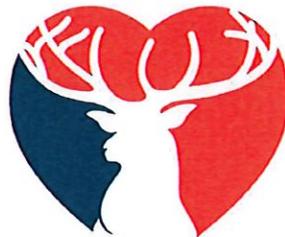
Elkhart Redevelopment Commission
Pre-Agenda Meeting Summary
For August 8, 2025

PRESENT: Sandi Schreiber, Willie Brown, Chris Pottratz, Mike Huber, Sherry Weber, Mary Kaczka, and Drew Wynes

PRESENT BY WEBEX:

The Commission reviewed each agenda item and staff explained the status of each matter to date and the need for and purpose of the proposed resolution to be acted upon at the upcoming Elkhart Redevelopment Commission meeting on August 12, 2025.

**CITY OF ELKHART,
INDIANA**



City of Elkhart

**PROGRAM YEAR 2024
CONSOLIDATED ANNUAL
PERFORMANCE AND
EVALUATION REPORT**

**DRAFT
SEPTEMBER 3, 2025**

Table of Contents

| | |
|--|----|
| CR-05 - Goals and Outcomes | 1 |
| CR-10 - Racial and Ethnic composition of families assisted | 8 |
| CR-15 - Resources and Investments 91.520(a) | 9 |
| CR-20 - Affordable Housing 91.520(b) | 11 |
| CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c) | 13 |
| CR-30 - Public Housing 91.220(h); 91.320(j) | 16 |
| CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j) | 18 |
| CR-40 - Monitoring 91.220 and 91.230 | 22 |
| CR-45 - CDBG 91.520(c) | 25 |
| Appendix | 26 |
| 2024 Region 2 Point In Time Results | 27 |
| | 27 |
| PR-26 – CDBG Financial Summary Report | 35 |
| PR-26 – CDBG-CV Financial Summary Report | 38 |
| Neighborhood Revitalization Strategy Area (NRSA) | 39 |

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.
91.520(a)

The City of Elkhart is a CDBG entitlement community but not a recipient of HOME or HOPWA from the U.S. Department of Housing and Urban Development. The city works with elected officials, appointed committee members, local agencies, neighborhood associations, concerned residents, community leaders, local businesses and other interested parties to achieve a long list of activities designed to improve the lives of low- and moderate-income residents and increase the safety and attractiveness of the City's Neighborhood Revitalization Strategy Area. The Program Year (P.Y.) 2024 Consolidated Annual Performance Evaluation Report (CAPER) evaluates the fifth and final year of the five-year 2020-2024 Consolidated Plan.

Nine goals were developed through extensive public meetings and discussions with agencies serving the needs of low- and moderate-income clients. During the 2024 program year, the city and its partners have worked on projects identified to address the following goals:

1. **Housing Supply.** Focuses on increasing the supply of quality, affordable housing within Elkhart. Increasing the supply of quality affordable housing can be accomplished through acquiring and renovating vacant units or new construction.
2. **Housing Quality.** This goal focuses on improving the quality of the existing occupied housing stock through rehabilitation or targeted code enforcement efforts.
3. **Home Ownership.** Focuses on increasing the rate of homeownership within Elkhart. This goal can be accomplished through financial assistance to purchase a home or through homebuyer counseling services.
4. **Increase Median Household Income.** This goal focuses on improving the economic lives of Elkhart residents through wealth-building activities such as workforce development initiatives, job training, and job creation.
5. **Reduce Environmental Hazards.** This goal focuses on identifying and remedying environmental hazards, which may include lead-based paint, mold, asbestos, or brownfields. This goal also includes educating families with young children about the dangers of lead-based paint and the proper cleaning techniques to reduce exposure and potentially elevated blood lead levels in children under six.
6. **Homeless Prevention.** Homelessness Prevention focuses on activities and services within Elkhart that address the homeless population's needs and related sub-populations. These activities and services include shelter operations, food and clothing programs, creating permanent supportive housing units, street outreach and substance abuse counseling.
7. **Neighborhood Business Districts.** Neighborhood Business Districts focus on improving the appearance, buildings and infrastructure necessary to create an environment that encourages job creation, wealth building and provides the essential goods and services for Elkhart's neighborhoods.
8. **Non-Homeless Special Needs.** Non-Homeless Special Needs focuses on populations with special needs such as seniors, mentally and physically disabled populations, HIV/AIDS persons and their families. Persons with special needs often require advocacy, individualized training, and skills-building to help them succeed.

9. **Neighborhood Facilities Improvements.** This goal focuses on improving publicly owned infrastructure and facilities in targeted neighborhoods. This includes street and alley resurfacing, sidewalk improvements, public utilities, recreation centers, parks and playgrounds, and increasing broadband access to low-and moderate-income communities.

The City of Elkhart's Consolidated Plan identifies strategies for success to provide decent, affordable housing, a suitable living environment, and expanding economic opportunities for low- and moderate-income residents. In addition, the city's Neighborhood Revitalization Strategy Area focuses technical and financial resources on activities that empower residents of the city's central-city neighborhoods. These goals and strategies were developed with extensive input from community leaders and genuinely reflect community approaches to addressing the community's priority needs.

The following report describes the amount of CDBG funds spent, total funds spent, and beneficiaries for the activities included in each strategy. Due to the nature of the program year dates (July 1 – June 30), many projects are initiated in one program year and completed in the following. Therefore, the accomplishments for projects undertaken in P.Y. 2024 may not be reported until P.Y. 2025. The P.Y. 2024 outcomes are summarized below (all funds are CDBG unless otherwise noted):

Housing Supply:

- \$0.00 expended in P.Y. 2024.

Housing Quality:

- \$484,772.72 expended in P.Y. 2024
- 17 units were completed in P.Y. 2024.

Increase Median Household Income:

- \$6,000.00 expended in P.Y. 2024.
- Four residents completed the Goodwill | Easter Seals BOSS job training program.

Reduce Environmental Hazards:

- \$0.00 directly expended in P.Y. 2024.
- Lead-based paint was abated in six rental units.

Homeless Prevention

- \$27,073.68 expended in P.Y. 2024.
- YWCA assisted 873 individuals.
- Health Plus Indiana's permanent supportive housing and case management programs assisted 40 persons.
- St. James United Methodist Church continued operating a food bank to assist persons struggling with food insecurity. Over 90 families were assisted.

Non-Homeless Special Needs:

- \$62, 585.96 was expended in P.Y. 2024.
- Maple City Health assisted 326 persons with healthcare needs.
- Council on Aging provided transportation services for 37 individuals.
- The Boys and Girls Club assisted 31 youth.
- Fair Housing outreach programs reached nearly 34,000 persons.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

The City completed most of its identified goals in 2024. The housing projects were completed in a timely manner and there few program delays among the various subrecipients.

The city continues identifying and certifying a Community Based Development Organization (CBDO) in Elkhart. A CBDO is integral to implementing new housing construction projects with the NRSA.

| Goal | Category | Source / Amount | Indicator | Unit of Measure | Expected Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected Program Year | Actual – Program Year | Percent Complete |
|----------------------------------|-----------------------------------|--------------------|---|------------------|-------------------------|-------------------------|------------------|-----------------------|-----------------------|------------------|
| Housing Supply | Affordable Housing | CDBG: \$0.00 | Rental units constructed | Housing Units | 100 | 0 | 0% | 0 | 0 | 0% |
| | Affordable Housing | CDBG: \$149,284.73 | Rental units rehabilitated | Housing Units | 100 | 46 | 46% | 5 | 6 | 120% |
| | Affordable Housing | CDBG: \$0.00 | Homeowner housing added | Housing units | 25 | 0 | 0% | 0 | 0 | 0% |
| | Affordable Housing | CDBG: | Other | Other | 50 | 0 | 0% | 0 | 0 | 0% |
| Housing Quality | Affordable Housing | CDBG: \$303,465.50 | Homeowner housing rehabilitated | Housing Units | 25 | 37 | 148% | 5 | 11 | 220% |
| Increase Homeownership Rate | Affordable Housing | CDBG: \$0.00 | Direct financial assistance to homebuyers | Housing Units | 25 | 4 | 16% | 3 | 0 | 0% |
| Increase Median Household Income | Non-Housing Community Development | CDBG: \$6,000.00 | Public service activities other than Low/Moderate Income Housing Benefit (Job Training) | Persons assisted | 200 | 20 | 10% | 5 | 4 | 80% |
| | Non-Housing Community Development | CDBG: \$0.00 | Jobs created / retained | Jobs | 250 | 0 | 0% | 0 | 0 | 0% |
| Reduce Environmental Hazards | Non-Housing Community Development | CDBG: \$0.00 | Demolish blighted structures | Buildings | 15 | 5 | 33% | 2 | 0 | 0% |
| | Affordable Housing | CDBG: \$0.00 | Other (Lead-safe units) | Other | 100 | 6 | 6% | 5 | 6 | 120% |

| Goal | Category | Source / Amount | Indicator | Unit of Measure | Expected Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected Program Year | Actual – Program Year | Percent Complete |
|--------------------------------------|-----------------------------------|--------------------|---|---------------------|-------------------------|-------------------------|------------------|-----------------------|-----------------------|------------------|
| | Non-Housing Community Development | CDBG:\$0.00 | Flood / Disaster Mitigation | Structures | 5 | 5 | 100% | 0 | 0 | 0% |
| Neighborhood Facilities Improvements | Non-Housing Community Development | CDBG:\$0.00 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 1000 | 0 | 0% | 0 | 0 | 0% |
| | Non-Housing Community Development | CDBG: \$0.00 | Other (three neighborhood parks or community centers) | Other | 3 | 8 | 260% | 0 | 0 | 0% |
| Neighborhood Business Districts | Non-Housing Community Development | CDBG: \$0.00 | Facade treatment/business building rehabilitation | Business | 5 | 2 | 40% | 0 | 0 | 0% |
| | Non-Housing Community Development | CDBG: \$0.00 | Businesses assisted | Businesses Assisted | 25 | 0 | 0% | 0 | 0 | 0% |
| Homelessness Prevention | Homeless | CDBG: \$27,073.68 | Homelessness Prevention | Persons Assisted | 2750 | 2,109 | 77% | 750 | 1,003 | 133% |
| Non-Homeless Special Needs | Non-Homeless Special Needs | CDBG: \$62, 585.96 | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 700 | 69,697 | 990% | 200 | 34,394 | 171% |

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

During the first year of the consolidated plan period, the city met most of its strategic goals and initiatives. During P.Y. 2020, much of the planning efforts to mitigate the effects of COVID-19 turned into actions. The city's sub-recipients implemented a robust COVID testing system, distributed food and interim assistance. Additionally, many construction projects that had stalled early in the pandemic began to break loose and move forward, especially for public facility and improvement projects.

During P.Y. 2021, many of the original CDBG-CV projects began winding down, and housing rehabilitation and new construction projects began to move forward. In P.Y. 2022, over half of the CDBG funds disbursed supported various housing projects. The city expended \$500,195.32 that impacted 27 housing units, including 19 renovations. In The City of Elkhart and its partners expended \$789,578.27 in CDBG and \$24,432.07 in CDBG-CV.

In P.Y 2024, the City of Elkhart and its partners expended \$716,739.69 in CDBG in the following broad categories:

| Category | CDBG Expenditures in P.Y. 2024 | % of Total CDBG Expenditures in P.Y. 2023 |
|------------------------------------|--------------------------------|---|
| Acquisition and Demolition | \$0.00 | 0.0% |
| Economic Development | \$0.00 | 0.0% |
| Housing | \$484,772.72 | 67.64% |
| Public Facilities and Improvements | \$0.00 | 0.0% |
| Public Services | \$95,659.64 | 13.35% |
| Administration and Planning | \$136,307.33 | 19.02% |
| Total | \$716,739.69 | 100.0% |

Over 67% of the CDBG P.Y. 2024 expenditures supported housing-related goals, including improving housing quality and increasing housing supply. Housing quality focuses on improving the quality of the existing occupied housing stock through rehabilitation or targeted code enforcement efforts. Increasing housing supply focuses on increasing quality, affordable housing within Elkhart. Increasing the supply of quality affordable housing can be accomplished through acquiring and renovating vacant units or new construction. The outcomes in P.Y. 2024 included:

Housing Quality:

- \$484,772.72 expended in P.Y. 2024
- 17 units were completed in P.Y. 2024.

Increase Median Household Income:

- \$6,000.00 expended in P.Y. 2024.
- Four residents completed the Goodwill | Easter Seals BOSS job training program.

Reduce Environmental Hazards:

- \$0.00 directly expended in P.Y. 2024.
- Lead-based paint was abated in six rental units.

Homeless Prevention

- \$27,073.68 expended in P.Y. 2024.
- YWCA assisted 873 individuals.
- Health Plus Indiana's permanent supportive housing and case management programs assisted 40 persons.
- St. James United Methodist Church continued operating a food bank to assist persons struggling with food insecurity. Over 90 families were assisted.

Non-Homeless Special Needs:

- \$62,585.96 was expended in P.Y. 2024.
- Maple City Health assisted 326 persons with healthcare needs.
- Council on Aging provided transportation services for 37 individuals.
- The Boys and Girls Club assisted 31 youth.
- Fair Housing outreach programs reached nearly 34,000 persons.

The neighborhood revitalization strategy provides area-wide benefits to the neighborhoods in the NRSA by focusing limited resources in the central-city neighborhoods. This strategy provides for area-wide activities and focuses the efforts of many activities listed in the other three strategies in the NRSA. As CDBG resources become scarce, concentrated community support is an increasingly important part of the revitalization of our central city. Additional funding sources such as TIF and grants are also focused in the NRSA to build on the success of these efforts.

In P.Y. 2024, approximately 67% of CDBG and funds were expended within the NRSA neighborhoods.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

| | CDBG |
|---|--------------|
| White | 788 |
| Black or African-American | 306 |
| Asian | 72 |
| American Indian or American Native | 3 |
| Native Hawaiian or Other Pacific Islander | 1 |
| Other | 232 |
| Total | 1,402 |
| Hispanic | 520 |
| Not Hispanic | 882 |

Table 2 – Table of assistance to racial and ethnic populations by the source of funds

Narrative

Including Fair Housing activities, over 35,000 people were assisted through CDBG programs in P.Y. 2024.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

| Source of Funds | Source | Resources Made Available | Amount Expended During Program Year |
|-----------------|------------------|--------------------------|-------------------------------------|
| CDBG | public - federal | \$764,033.15 | \$716,739.69 |
| CDBG - CV | public - federal | \$0.00 | \$0.00 |
| Total | | \$764,033.15 | \$716,739.69 |

Table 3 - Resources Made Available

Narrative

During the 2024 program year, \$764,033.15 in CDBG funds were available. The CDBG funds included \$743,721.00 in PY 2024 funds, \$20,312.15 in program income. During PY 2024, funds were disbursed for the following activity categories:

- Acquisition and Demolition: \$0.00
- Economic Development: \$0.00.
- Housing Activities: \$484,772.72.
- Public Facilities and Improvements: \$0.00
- Public Services: \$95,659.64.
- Planning and Administration: \$136,307.33.

During PY 2024, the percentage expended towards housing related projects and activities comprised over 67% of all expenditures.

Identify the geographic distribution and location of investments

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|--|----------------------------------|---------------------------------|---|
| CITY-WIDE | 20 | 33 | Includes public service and non-NRSA residential and non-NSRA public facilities activities |
| NEIGHBORHOOD REVITALIZATION STRATEGY AREA (NRSA) | 75 | 67 | Includes all activities except administration, public services and non-NRSA residential projects. |

Table 4 – Identify the geographic distribution and location of investments

Narrative

During P.Y. 2024, approximately 67% of CDBG funds were expended within the NRSA neighborhoods. P.Y. 2024 projects within the City's NRSA included rental and owner-occupied housing rehabilitation activities.

During the planning process for the Consolidated Plan, it was determined that needs far exceed resources available from the City of Elkhart. The city concentrates on housing and community development investments within the Neighborhood Revitalization Strategy Area (NRSA) to have the most significant impact. The City of Elkhart is committed to making positive changes in the NRSA through direct action by City departments, including Community Development, Parks, Public Works, Police, Street, and the Building and Grounds Departments. These departments also partner with local agencies and neighborhood associations to carry out community and economic development activities within the NRSA. The primary goals for the NRSA include:

- Improve the livability of central-city neighborhoods to attract new investment by addressing poor infrastructure, poor housing conditions and a lack of public safety.
- Increase access to employment and educational opportunities for low-income residents.
- Increase homeownership opportunities within the NRSA.
- Build the capacity of neighborhood organizations to implement revitalization activities.

The involvement of low- and moderate-income residents is essential in advancing these goals. The city will work collaboratively with organizations that directly serve the neighborhoods within the NRSA to recruit participation in the implementation of activities of the plan.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Elkhart sub-recipients did not leverage non-federal resources in P.Y. 2024.

No other publicly owned land or property was utilized in P.Y. 2024 projects.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of Homeless households to be provided affordable housing units | 0 | 0 |
| Number of Non-Homeless households to be provided affordable housing units | 10 | 11 |
| Number of Special-Needs households to be provided affordable housing units | 0 | 0 |
| Total | 10 | 11 |

Table 5 – Number of Households

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of households supported through Rental Assistance | 0 | 0 |
| Number of households supported through The Production of New Units | 0 | 0 |
| Number of households supported through Rehab of Existing Units | 10 | 11 |
| Number of households supported through Acquisition of Existing Units | 5 | 0 |
| Total | 15 | 11 |

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City and its partners exceeded most metrics during program year 2024. It only fell short by one unit through its homebuyer assistance program.

Discuss how these outcomes will impact future annual action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

| Number of Households Served | CDBG Actual | HOME Actual |
|-----------------------------|--------------|-------------|
| Extremely Low-income | 512 | 0 |
| Low-income | 410 | 0 |
| Moderate-income | 313 | 0 |
| Total | 1,235 | 0 |

Table 7 – Number of Households / Persons Served

Narrative Information

The breakdown of extremely low-, low- and moderate-income persons served includes the following projects:

- | | |
|-----------------------|---------------------------------|
| 133 W. Cleveland | .628 Strong Ave |
| 834 W Lusher Ave | .646 Victoria Drive |
| 613 W Lusher Ave | 1235 Romain Ave |
| 1600 Prairie Street | 209 N. 2nd |
| 2313 S 5th Street | YWCA Safe Haven Women's Shelter |
| 701 Hope Ave | Kids Care Program |
| 4 American Way Circle | Health Plus Indiana |
| .525 S 10th Street | |

The number of owner and renter households assisted meeting the Section 215 definition of affordable housing: 0

Efforts to Address "worse case needs" and the needs of persons with disabilities:

The City of Elkhart takes a multi-prong approach to assist individuals living in "worse case" situations and those with disabilities. Primarily, the city works with its non-profit partners on the front lines supporting the most vulnerable populations. This includes partners such as AIDS Ministries, YWCA, and LaCasa. When households needing assistance are identified, the city works with these agencies to provide appropriate housing resources, including funding for rehabilitation, relocation or supportive services. Additionally, the City uses its code enforcement powers to address rental housing issues that do not meet health and safety codes.

Other actions taken to foster and maintain affordable housing:

Additional actions beyond direct financial assistance include fair housing education and enforcement, housing code enforcement activities, and extending public infrastructure to promote affordable housing development. These efforts are coordinated with internal city departments and external stakeholders to improve Elkhart's residents' overall quality of life.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The city continues coordinating with local service agencies through the Continuum of Care Region 2 Homeless Coalition. The homeless coalition has increased to more than 25 members who meet at least six times yearly. Coalition members are scheduled to present on programs available through their agency. Other agencies also have the opportunity to make announcements on community programs and events.

The 2024 Point in Time survey captured a significant amount of data regarding the homeless population in Region 2, which includes Elkhart, Kosciusko and Marshall counties. Between 2023 and 2024, the total number of homeless individuals remained steady at 157 homeless individuals in Region 2. However, the number of homeless individuals in Elkhart County declined from 142 homeless persons in 2023 to 133 in 2024. Additionally, the number of unsheltered individuals doubled from nine persons in 2023 to 18 in 2024.

The 2024 Point in Time results are in the Appendix.

Addressing the emergency shelter and transitional housing needs of homeless persons

The sheltered and unsheltered homeless are reported only as totals for Region 2 in the 2024 PIT data, so this breakdown is not available for Elkhart County, though the vast majority of the homeless population resides in Elkhart County. It is important to note that the number of sheltered and unsheltered homeless has declined across all races and ethnicities since the last Consolidated Plan.

- Of the 139 sheltered homeless, 18 have a serious mental illness, 12 have a substance abuse disorder, and 12 are victims of domestic violence.

Elkhart will continue collaborating with its social service partners to end homelessness in Elkhart County.

Helping low-income individuals avoid becoming homeless:

The city continues to fund several public agencies and sits on the Region 2 CoC, which helps coordinate these activities. In P.Y. 2025, the city plans to assist the following agencies:

- The city will aid the Council on Aging to provide transportation services – up to 50 individuals assisted.
- The city will aid Maple City Health in providing healthcare services to approximately 200 uninsured low-income persons.
- The city will assist Health Plus Indiana to serve persons with HIV/AIDS and their families – up to 40 individuals assisted.
- The city will assist with the YWCA Safe Haven program – up to 350 individuals assisted.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The city continues to fund several public agencies and sits on the Region 2 CoC, which helps coordinate these activities. In P.Y. 2024, the city assisted the following agencies:

- The city assisted Health Plus Indiana to serve persons with HIV/AIDS and their families.
- The city assisted the YWCA Safe Haven program.

Discharge Coordination Policy

Every jurisdiction receiving McKinney-Vento Homeless Assistance Act Emergency Shelter Grant (ESG), Supportive Housing, Shelter Plus Care, or Section 8 SRO Program funds must develop and implement a Discharge Coordination Policy to the maximum extent practicable. Such a policy should include policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. The jurisdiction should describe its planned activities to implement a cohesive, community- wide Discharge Coordination Policy and how the community will move toward such a policy.

The city works with Region 2 CofC Homeless Coalition and local institutions to address the needs of other persons being released from institutions or system care. The Homeless Coalition is a group of local service providers with experience and knowledge of the needs of homeless people and see many clients that a discharge policy would be designed to serve. A member of the Homeless Coalition attends the monthly meetings for individuals being released from correctional facilities.

There are many initiatives and programs that assist individuals being discharged from publicly funded institutions. The Center for Community Justice's Restorative Re-Entry Program, which focuses on individuals being released from correctional facilities, offers a voluntary Transitional Coaching Program (TCP). More often than not, a person's re-entry is fraught with daunting obstacles that demand assistance from a positive support system. To address this need, the TCP connects returning citizens with a volunteer coaching team that assists them in reaching goals and working through issues.

Coaching relationships typically begin six months prior to release from incarceration and can last up to one-year post-release. CCJ works with the Indiana Department of Corrections and has received a grant from the State of Indiana to coordinate this effort for Elkhart County. CCJ also works with local judges to contact clients before they are released to prevent them from becoming homeless, design a program to help them become more successful and reduce recidivism. In addition to working with persons discharged from correctional facilities, CCJ also works with other institutions, such as Beacon's Elkhart General Hospital and the Faith Mission of Elkhart, Inc. The city will continue to provide staff time to work on planning issues related to homelessness and developing both a long-range plan for ending homelessness and a discharge policy.

Helping homeless persons (especially chronically homeless individuals and families, families

with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Permanent supportive housing is provided by Health Plus Indiana and Oaklawn Mental Health Center. Permanent supportive housing (PSH) targeted to chronically homeless individuals has been developed through a variety of partnerships. The current PSH projects in Elkhart County include:

- VASH – Scattered Sites – 4 beds
- Oaklawn - Chapman West Plains - 35 beds
- Oaklawn – Turnock – 8 beds
- Oaklawn Supportive Rental Housing – 87 beds
- Scattered sites in Elkhart County- 20 units, size varies
- Oaklawn Benham Ave in Elkhart- 11 one-bedroom apartments
- Oaklawn Oliver Apartments – 32 beds

Advocacy, education and coordination of housing and homeless programs in Indiana are managed by the Indiana Housing & Community Development Authority (IHDA) through the regional Continuum of Care (CoC) network. Elkhart is part of Region 2 CoC and actively participates with the Indiana Region 2 Homeless Coalition, which meets bi-monthly.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Housing Authority City of Elkhart (HACE) regularly reviews its management practices and programs in effort to provide the best resident services possible. The HACE utilizes qualified training organizations to educate staff on all HUD rules and regulations. These trainings equip HACE employees with the knowledge needed to ensure compliance with federal, state, and local fair housing regulations. Fair Housing training is ongoing, and all of the HACE's property managers are required to obtain their Public Housing Management (PHM) certifications within a year of employment.

In 2024, the HACE utilized monies from the Capital Fund Program and development reserves to improve and modernize public housing properties. The HACE completed the second and final phase to provide the remaining Scattered Sites residents (48 units) with new HVAC systems for cooling and heating. The HACE milled and repaved the parking lots at both the Riverside high-rise and Rosedale high-rise location. Upon modernization of its two playgrounds located at Washington Gardens in early 2022, the HACE took the underutilized playground at Banneker Heights and transformed the space into a lively recreation area with modern equipment and lively turf that will serve to provide social fun for families and invigorating outdoor activity for children of all ages. The HACE is more than halfway complete with the project to modernize the two elevators at its Rosedale high-rise akin to the elevator modernization projects completed in the recent years at its Riverside high-rise and Waterfall high-rise locations. Lastly, the HACE has several projects in motion to replace the exterior doors and perimeter fence as well as install a new boiler at its Waterfall high-rise and to replace the two roof-top HVAC units of the first floor at its Riverside high-rise. Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Resident Association participation is encouraged at each of our properties. The HACE provides resident participation funds to each association in order for them to conduct ongoing resident advisory training and social activities. Residents of public housing are asked to attend a National Resident Council Conference in a major city in the United States annually. Residents are educated on how to address the local concerns of their community with city leaders and their local Housing Authority.

A Resident Advisory Board (RAB) has been established to work in partnership with HACE in regard to resident concerns and HUD-mandated changes that affect residents and their lives. Officers of the board are elected from the established Resident Associations who meet bi-monthly with HACE executive director and staff to discuss ideas and training opportunities for residents, and to attempt to resolve all property concerns. There is also a resident commissioner serving on the HACE's Board of Commissioners.

The HACE facilitates a Family Self-Sufficiency (FSS) Program in which an FSS Specialist provides group, and one-on-one counseling to public housing and Housing Choice Voucher clients to help them overcome barriers to self-sufficiency. Program participants learn employment skills, return to or complete high school, and/or eventually become homeowners. There are currently sixty-one (61) program participants, of which many have established escrow accounts to encourage program participants to save toward their own self-sufficiency.

The HACE has developed partnerships with other community organizations to provide various opportunities to our residents. Organizations located within Washington Gardens are the Elkhart County Minority Health Coalition, an Indiana Minority Health Community Doula program, Elkhart Black Expo, Elkhart Police Department, and an early childhood development program facilitated by the newly renovated Head Start preschool. In addition, we provide rental space within our main office building to Horizon Educational Alliance's (HEA) adult literacy program, which includes GED courses, preparation for college entrance exams, and English as a Second Language (ESL) courses. These onsite programs have eliminated or reduced the need for transportation for many of our residents wishing to improve their education. We have also established a relationship with Real Services to provide lunches at one of our high-rise locations for residents who have limited mobility or transportation.

Actions taken to provide assistance to troubled PHAs

The Housing Authority of the City of Elkhart is not designated as a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Over the years, the City of Elkhart has attempted to eliminate barriers to affordable housing and residential investment. These efforts included amending the zoning code to allow smaller lot development, acquiring vacant and tax-delinquent parcels for affordable housing, and using non-federal resources to offset infrastructure costs.

The city is committed to removing regulatory barriers to affordable housing. As previously discussed, the city has made great strides in that effort. Moving forward, the city will:

- Continue to provide fair housing enforcement and education outreach
- Annually examine its policies for unintended barriers to affordable housing
- Educate residents on the affordable housing needs within Elkhart
- Evaluate surplus land that may be used for affordable housing development
- Continue to provide tax incentives for new affordable housing

The largest barrier for affordable housing and residential investment is the funding gap to cover the relatively high cost of construction or renovations versus the lower sales price or rents that residents can afford. While Elkhart and its partners have seen successes in acquiring these gap funds, the need for quality affordable housing in Elkhart far exceeds the community's resources. To that end, the city will continue to work with its partners to acquire the external resources necessary to make incremental neighborhood improvements, and the city will continue to strategically invest in housing and community projects that improve the lives of its low- and moderate-income residents.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Elkhart identified five (5) major areas of need during the Consolidated Planning process (effective July 1, 2020, to June 30, 2025). These areas of need were determined through public meetings and discussions with agencies serving low- and moderate-income clients. The five (5) areas of need include:

- **Housing Needs** – the need for safe, sanitary, and affordable housing
- **Homeless Population Needs** – emergency needs and services to overcome causes of homelessness, including permanent housing
- **Non-Homeless Special Population Needs** – the needs of Elkhart's special populations
- **Neighborhood Revitalization Needs** – the need to strengthen Elkhart's central city neighborhoods by improving safety and livability
- **Economic Development Needs** – the need to improve the earning potential of low- and moderate-income residents

The City of Elkhart recognizes that lack of funding is the major obstacle to meeting the needs of our residents. Additionally, a lack of awareness of programs that exist also is a major obstacle to meeting

underserved needs in the community.

Closing the development cost gap is the biggest obstacle to providing new or renovating vacant housing units. To that end, the city will:

- Work with a non-profit housing agency to become a Community-Based Development Organization (CBDO) so that CDBG funds can be used to offset the cost of new construction
- Work with lending institutions to achieve higher participation in the homebuyer program
- Seek additional housing resources such as LIHTC, and state HOME funds

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City of Elkhart has identified the need to evaluate, test, and reduce lead-based paint hazards as a top priority. All homes that receive CDBG or other federal housing funding are evaluated for lead-based paint. City staff and local CHDO staff have attended lead-hazard training and are all working together to find qualified contractors to perform the necessary lead-hazard reductions activities. The City of Elkhart funds risk assessment and clearance testing for housing units through its Residential Rehabilitation Program. The city also requires local contractors to obtain training in using safe work practices when lead-based paint hazards are encountered on projects that receive federal funding.

During this year, the 11 owner-occupied and six rental housing units that received CDBG funds were evaluated for lead-based paint hazards. When lead-based paint hazards were identified, the appropriate techniques were utilized to ensure safe working conditions for construction employees and a safe home for the client.

The city will continue to address lead-based paint hazards in properties that receive CDBG funds. Additionally, the city will identify neighborhoods where children could be at high risk for lead poisoning and provide education and outreach to those families. The city will also seek additional funding to remove lead-based paint hazards in units with young children and expand the inventory of lead-safe housing units.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of Elkhart works with local agencies to develop educational programs for financial and job training. The city also maintains a working relationship with other local agencies and has a referral system in place. The educational component of the city's plan to reduce poverty consists of several types of programs discussed in detail under each Strategy Areas in the CAPER.

Continuum of Care and Non-Homeless Special Needs – Health Plus Indiana, Emerge Transitional Care Center, YWCA Safe Haven Shelter, Goshen Interfaith Hospitality Network, Real Services, Oaklawn, and Center for Community Justice helped to address the poverty of their clients through referrals. The Boys and Girls Club after school care program allows parents to work while their child receives reduced-cost after school care. The Senior Transportation program provides seniors a low-cost option to run errands such as grocery shopping and medical appointments.

Neighborhood Revitalization & Employment Security- Goodwill's CNA/QMA certification program is designed to increase clients' skills and abilities to help move them from economic hardship to economic security. This program opens doors to education that can result in opportunities to build wealth. Clients are assisted with resume preparation, job interviewing and searching techniques.

The second part of the city's program to reduce poverty is to stimulate the production of jobs in the NRSA. Several of the above-mentioned programs also provide jobs, in addition to the educational nature of the program. The Goodwill program provides training and paid work experience for clients, helping them to meet their current financial needs while planning for the future. The city's public facilities improvement program also provides jobs to local Section 3 residents while they learn valuable job skills.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Community Development Department (Department) is charged with planning, administering, and completing the CDBG-funded projects. The Mayor appoints the Development Services Department Head. The Assistant Director of Community Development reports to the Department Head and manages the CDBG program. The City of Elkhart Redevelopment Commission approves contracts for services and programs funded with CDBG funds. This board of volunteer members is appointed by the Mayor and Common Council. The Department works very closely with local partner agencies to undertake our community's many projects and priorities. The city could not complete these tasks alone and relies on community support to meet the goals and objectives of the Consolidated Plan and the CDBG program.

An identified gap in the institutional structure is the efficient and complete dissemination of information to the public about programs, activities and opportunities. The city and its partners will improve access to information to ensure that residents know the programs and services available to them as they work to improve their lives and neighborhoods.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The city works closely and in partnership with Lacasa Inc., and Habitat for Humanity, the main agencies for providing homeownership opportunities and assistance to low- and moderate-income families. No municipality in Elkhart County is a Participating Jurisdiction for HOME funds. Any HOME monies spent in the city would be a grant from the Indiana Housing and Community Development Authority (IHCD). CDBG funds are often used for right-of-way improvements, such as sidewalks, streets and water / sewer infrastructure for various housing projects.

The city works closely with Health Plus Indiana, as they are the agency that provides housing and supportive services for HIV/AIDS clients and their families for St. Joseph and Elkhart Counties. They are a recipient of CDBG funds through the city and also receive HOME funds from IHFA and SHP funds. The Elkhart Housing Authority (EHA) administers the Public Housing Comprehensive Grant and other public housing initiatives.

The city works with a number of other agencies, as outlined in Table 2 of the Annual Action Plan under Section AP-10 Consultation. Agencies that received support in 2024 include YWCA Safe Haven and Health Plus Indiana, and various faith-based institutions.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Elkhart is committed to ensuring fair housing access to all residents. City staff sought to address three of Elkhart's *Impediments to Fair Housing* goals in the following ways: by ensuring that all conciliation agreements include monetary relief for the complainant and public interest relief for the community; by diversifying education and outreach strategies by targeting those that are least likely to apply for services; and by offering fair housing education for lenders, landlords, and appraisers

Enforcement:

The Elkhart Human Relations is Fair Housing Assistance Program (FHAP) that is substantially equivalent to the U.S. Department of Housing and Urban Development (HUD) to intake, investigate, and conciliate housing discrimination complaints.

Because of this equivalency status, HUD awards FHAP programs with Contribution Funds on an annual basis. In Program Year 2024, the City of Elkhart Human Relations was awarded \$11,200 in Case Processing funds; \$7,500 in Administrative Costs Funds; and \$6,000 in Training Funds.

Based on the population in the City of Elkhart, HUD requires the local FHAP agency to close a minimum of four (4) cases annually. This Program Year the Human Relations Commission closed six (6) dually filed (federal and local jurisdiction) cases.

Education and Outreach:

Staff trained the Human Relations Commissioners, the CDBG subrecipients, local landlords, several City departments, and the local PIH on the Fair Housing Act. Staff partnered with Attorney Erin Kemple, Heart City Health, and Salvation Army to address Housing Impediments by presenting Know Your Fair Housing Rights workshop for public service providers; Elkhart County Board of Realtors to sponsor a Fair Housing month youth poster contest, Real Services to provide two vaccine clinics; Code Compliance and My311 to walk the streets of Elkhart and distribute housing discrimination information. To become more visible Fair Housing billboards were erected, Staff set up city-wide pop-up information booths, partnered with PIH, City Police, local food pantries, and churches to provide an estimated 500 people with Fair Housing information.

An estimated total of 3,000 outreach items such as the monthly newsletter (in print and digital), fair housing brochures, landlord/tenant booklets, fair housing coloring book and 4-pack of crayons for kids, pens, magnets, and bags were distributed to neighbors, CDBG subrecipients, landlords, tenants, neighborhood associations, library, local agencies and other city and county departments during the grant year.

In recognition of Fair Housing month, the Elkhart Human Relations Commission partnered with the Elkhart County Board of Realtors, Tolson Center for Excellence, and the D.R.E.A.M. Academy to present the third annual Fair Housing Youth Poster Contest. Mayor Roberson proclaimed April 2024 as Fair Housing Month as an effort to support the Human Relations Commission and denounce housing discrimination in Elkhart. Additionally, one staff member attended training provided by HUD on emerging topics like Appraisal Equity, Innovative Education & Outreach, the Fair Housing Law & History, VAWA, Familial Status, Disability, and HEMS.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Elkhart uses CDBG funds in two ways: 1) Through directly funding and managing projects; 2) Through sub-recipient agreements. These programs are monitored regularly for meeting goals and objectives but also for expenditures. These regular reviews ensure compliance with CDBG rules but also with goals and objectives and keep programs on track to spend funds in a timely fashion.

Directly funded projects are monitored on a regular basis. Some programs, such as the Residential Rehabilitation program, are evaluated on a weekly basis through staff meetings.

The Public Facilities Improvements program is evaluated weekly during the construction season. The projects are typically determined during the winter / spring of each year, but the weekly payroll review and invoice evaluation that is submitted and reviewed provide information on progress towards the goals of the project.

Subrecipients

The city has established several procedures for improving sub-recipient management and monitoring.

- A pre-application meeting for all potential sub-recipients is held annually so that expectations and requirements are discussed before program applications. Each agency selected to receive funds from the City of Elkhart as a subrecipient must attend a mandatory pre-award meeting and training to learn about CDBG requirements.
- All sub-recipients will have an onsite monitoring visit during the first program year of participation and then at least every other year as determined by an agency risk review.
- The Community Development staff works closely with the staff and administration of all of the sub-recipients to ensure compliance with federal requirements and to gather accurate and meaningful information about their projects and beneficiaries. This is accomplished via conversation and email but also formally through the monthly reports submitted with requests for payment for services.

During the 2024 program year, all sub-recipients were monitored for compliance and the desk monitoring that occurred when paying invoices.

Housing Compliance

For projects in which properties are assisted with CDBG funds, additional monitoring and affordability periods apply. Affordability periods are secured through recorded mortgages outlining the affordability period and beneficiary requirements. By recording this information, the city is notified of any action, such as a refinancing or sale of the property. This notification allows the city to ensure the continued affordability of the property in accordance with the terms of the mortgage and CDBG regulations.

If an owner-occupant vacates the assisted residence, an income-qualified buyer must assume the remainder of the mortgage term, or the owner must pay the city the remaining balance of the funds invested, less any forgivable portion. This allows the city to accomplish its goal of affordable housing.

For rental projects, an annual rent roll is submitted to ensure occupancy and compliance with beneficiary requirements. An onsite visit is also conducted annually to ensure that the units are safe and sanitary.

Each building is inspected by a code enforcement officer during the program year to ensure compliance with building property maintenance codes.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Elkhart values residents' comments and feedback on the efforts undertaken through the CDBG program to improve our neighborhoods. To provide residents with reasonable notice and opportunity to comment, the draft documents are available free of charge at several locations, including the city website, the Elkhart Municipal Building, and the main Elkhart Public Library branch:

- Main Branch, 300 South Second Street

A public notice was printed in the Elkhart Truth on August 29, 2025, indicating the public review period will begin on September 3, 2025, and end on September 19, 2025.

A public hearing to review the CAPER was held during the regularly scheduled meeting of the Elkhart Redevelopment Commission on Tuesday, September 9, 2025, at 4:00 p.m. in the Common Council Chambers.

Questions or comments regarding the CAPER should be addressed to:

Ms. Mary K. Kaczka, Assistant Director
201 S. 2nd Street
Elkhart, IN 46516
or via email to Mary.Kaczka@coei.org

The deadline for comments is Tuesday, September 23rd at 5:00 p.m. All written and verbal comments regarding the CAPER will be reviewed and included in the report submitted to the U.S. Department of Housing and Urban Development on or about September 30, 2025.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Elkhart continually evaluates its program objectives and activities to ensure they are effective and meeting the current needs of the community. Overall, the City of Elkhart performed well during this program year and achieved many of the strategic goals identified in the five-year plan.

Areas where the city came up short, included job creation, homebuyer assistance and new construction.

The city will work with stakeholders to identify why these programs are underutilized and make the necessary programmatic adjustments necessary to successfully implement these programs.

Does this jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

Appendix

2024 Region 2 Point In Time Results

| Region 2 Point-in-Time Homeless Count 01/24/2024 | | | | | | | | | |
|---|-----------|-----|---|-------------|------------|---------|--------|-----------|----------|
| Households with at Least One Adult and One Child | | | | | | | | | |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| Total number of households | 3 | 2 | | 0 | 5 | 4 | 0 | 1 | 0 |
| Total number of persons (adults & children) | 7 | 7 | 0 | 0 | 14 | 12 | 0 | 2 | 0 |
| Number of children (under age 18) | 4 | 5 | | 0 | 9 | 8 | 0 | 1 | 0 |
| Number of youth (age 18-24) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of adults (age 25 to 34) | 1 | 1 | | 0 | 2 | 2 | 0 | 0 | 0 |
| Number of adults (age 35 to 44) | 2 | 1 | | 0 | 3 | 2 | 0 | 1 | 0 |
| Number of adults (age 45 to 54) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of adults (age 55 to 64) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of adults (age 65 or older) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Unknow Age | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Gender (adults and children) | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| Woman (Girl, if child) | 5 | 5 | | 0 | 10 | 9 | 0 | 1 | 0 |
| Man (Boy, if child) | 2 | 2 | | 0 | 4 | 3 | 0 | 1 | 0 |
| Culturally Specific Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Transgender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Non-Binary | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Questioning | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Different Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| More Than One Gender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| <i>Of those that selected More Than One Gender, how many people reported gender identity that</i> | | | | | | | | | |
| Includes Woman (Girl, if child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Man (Boy of child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Culturally Specific Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Transgender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Non-Binary | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Questioning | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Different Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Race and Ethnicity (adults and children) | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| American Indian or Alaska Native, or Indigenous | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian or Alaska Native, or Indigenous & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic/Latina/e/o | 3 | 7 | | 0 | 10 | 10 | 0 | 0 | 0 |
| Middle Eastern or North African | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 3 | 0 | | 0 | 3 | 2 | 0 | 1 | 0 |
| White & Hispanic/Latina/e/o | 1 | 0 | | 0 | 1 | 0 | 0 | 1 | 0 |
| Multi-Racial & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Racial (not Hispanic/Latina/e/o) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Chronically Homeless | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| Total Number of households | 0 | N/A | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Number of persons | 0 | N/A | | 0 | 0 | 0 | 0 | 0 | 0 |

| Households without children | | | | | | | | | |
|---|-----------|-----|----|-------------|------------|---------|--------|-----------|----------|
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | SH | | | | | | |
| Total number of households | 120 | 2 | 0 | 18 | 140 | 120 | 8 | 0 | 12 |
| Total number of persons | 123 | 2 | 0 | 18 | 143 | 121 | 8 | 0 | 14 |
| Number of youth (age 18-24) | 7 | 0 | 0 | 2 | 9 | 9 | 0 | 0 | 0 |
| Number of adults (age 25 to 34) | 26 | 0 | 0 | 2 | 28 | 23 | 1 | 0 | 4 |
| Number of adults (age 35 to 44) | 29 | 1 | 0 | 0 | 30 | 23 | 4 | 0 | 3 |
| Number of adults (age 45 to 54) | 33 | 1 | 0 | 4 | 38 | 30 | 3 | 0 | 5 |
| Number of adults (age 55 to 64) | 23 | 0 | 0 | 9 | 32 | 31 | 0 | 0 | 1 |
| Number of adults (age 65 or older) | 5 | 0 | 0 | 1 | 6 | 5 | 0 | 0 | 1 |
| Unknow Age | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Gender | ES | TH | SH | | | | | | |
| Woman (Girl, if child) | 51 | 1 | 0 | 8 | 60 | 49 | 4 | 0 | 7 |
| Man (Boy, if child) | 70 | 1 | 0 | 10 | 81 | 70 | 4 | 0 | 7 |
| Culturally Specific Identity (e.g., Two-Spirit) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transgender | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Non-Binary | 2 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 0 |
| Questioning | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Different Identity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| More Than One Gender | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <i>Of those that selected More Than One Gender, how many people reported gender identity that</i> | | | | | | | | | |
| Includes Woman (Girl, if child) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Man (Boy of child) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Culturally Specific Identity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Transgender | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Non-Binary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Questioning | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Different Identity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Race and Ethnicity | ES | TH | SH | | | | | | |
| American Indian or Alaska Native, or Indigenous | 1 | 0 | 0 | 1 | 2 | 1 | 1 | 0 | 0 |
| American Indian or Alaska Native, or Indigenous & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American | 0 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 0 |
| Asian or Asian American & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African | 28 | 0 | 0 | 3 | 31 | 28 | 1 | 0 | 2 |
| Black, African-American, or African & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic/Latina/e/o | 7 | 0 | 0 | 0 | 7 | 6 | 0 | 0 | 1 |
| Middle Eastern or North African | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 78 | 1 | 0 | 12 | 91 | 77 | 5 | 0 | 9 |
| White & Hispanic/Latina/e/o | 3 | 1 | 0 | 1 | 5 | 3 | 1 | 0 | 1 |
| Multi-Racial & Hispanic/Latina/e/o | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Multi-Racial (not Hispanic/Latina/e/o) | 4 | 0 | 0 | 0 | 4 | 4 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Chronically Homeless | ES | TH | SH | | | | | | |
| Total Number of Persons | 15 | N/A | 0 | 0 | 15 | 15 | 0 | 0 | 0 |

| Households with <i>Only</i> Children (under age 18) | | | | | | | | | |
|---|-----------|----|--|-------------|------------|---------|--------|-----------|----------|
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| Total number of households | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total number of children (under age 18) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Unknow Age | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Gender | ES | TH | | | | | | | |
| Woman (Girl, if child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Man (Boy, if child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Culturally Specific Identity (e.g., Two-Spirit) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Transgender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Non-Binary | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Questioning | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Different Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| More Than One Gender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| <i>Of those that selected More Than One Gender, how many people reported gender identity that</i> | | | | | | | | | |
| Includes Woman (Girl, if child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Man (Boy of child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Culturally Specific Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Transgender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Non-Binary | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Questioning | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Different Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Race and Ethnicity | ES | TH | | | | | | | |
| American Indian or Alaska Native, or Indigenous | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian or Alaska Native, or Indigenous & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| White & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Racial & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Racial (not Hispanic/Latina/e/o) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Chronically Homeless | ES | TH | | | | | | | |
| Total Number of Persons | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |

| Veterans Households with at Least One adult and One child - Subpopulation | | | | | | | | | |
|---|-----------|----|--|-------------|------------|---------|--------|-----------|----------|
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| Total number of households | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total number of persons | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total number of veterans | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Gender (veterans only) | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| Woman (Girl, if child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Man (Boy, if child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Culturally Specific Identity (e.g., Two-Spirit) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Transgender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Non-Binary | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Questioning | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Different Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| More Than One Gender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| <i>Of those that selected More Than One Gender, how many people reported gender identity that</i> | | | | | | | | | |
| Includes Woman (Girl, if child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Man (Boy of child) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Culturally Specific Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Transgender | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Non-Binary | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Questioning | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Different Identity | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Race and Ethnicity (veterans only) | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| American Indian or Alaska Native, or Indigenous | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian or Alaska Native, or Indigenous & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| White & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Racial & Hispanic/Latina/e/o | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Racial (not Hispanic/Latina/e/o) | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Chronically Homeless | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | | | | | | | |
| Total Number of households | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Number of persons | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 |

| Unaccompanied Youth Households - Subpopulation | | | | | | | | | |
|---|-----------|----|----|-------------|------------|---------|--------|-----------|----------|
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| | ES | TH | SH | | | | | | |
| Total # of unaccompanied youth households | 7 | 0 | 0 | 2 | 9 | 9 | 0 | 0 | 0 |
| Total number of unaccompanied youth | 7 | 0 | 0 | 2 | 9 | 9 | 0 | 0 | 0 |
| Number of unaccompanied youth (under 18) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of unaccompanied youth (18-24) | 7 | 0 | 0 | 2 | 9 | 9 | 0 | 0 | 0 |
| Unknow Age | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Gender (unaccompanied youth) | ES | TH | SH | | | | | | |
| Woman (Girl, if child) | 3 | 0 | 0 | 2 | 5 | 5 | 0 | 0 | 0 |
| Man (Boy, if child) | 2 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 0 |
| Culturally Specific Identity (e.g., Two-Spirit) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transgender | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Non-Binary | 2 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 0 |
| Questioning | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Different Identity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| More Than One Gender | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <i>Of those that selected More Than One Gender, how many people reported gender identity that</i> | | | | | | | | | |
| Includes Woman (Girl, if child) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Man (Boy of child) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Culturally Specific Identity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Transgender | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Non-Binary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Questioning | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Includes Different Identity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Race and Ethnicity (unaccompanied youth) | ES | TH | SH | | | | | | |
| American Indian or Alaska Native, or Indigenous | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian or Alaska Native, or Indigenous & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian or Asian American | 0 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 0 |
| Asian or Asian American & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black, African-American, or African & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Middle Eastern or North African & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 3 | 0 | 0 | 1 | 4 | 4 | 0 | 0 | 0 |
| White & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Racial & Hispanic/Latina/e/o | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Racial (not Hispanic/Latina/e/o) | 3 | 0 | 0 | 0 | 3 | 3 | 0 | 0 | 0 |
| | Sheltered | | | Unsheltered | 2024 Total | Elkhart | Fulton | Kosciusko | Marshall |
| Chronically Homeless | ES | TH | SH | | | | | | |
| Total Number of Persons | 2 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 0 |

PR-26 – CDBG Financial Summary Report

City of Elkhart
 Program Year 2024
 PR-26 CDBG Financial Summary Report
 Revised 9/2/2024

PART I: SUMMARY OF CDBG RESOURCES

| | |
|---|--------------|
| 01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR | \$77,909.46 |
| 02 ENTITLEMENT GRANT | \$743,721.00 |
| 03 SURPLUS URBAN RENEWAL | \$0.00 |
| 04 SECTION 108 GUARANTEED LOAN FUNDS | \$0.00 |
| 05 CURRENT YEAR PROGRAM INCOME | \$20,312.15 |
| 05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE) | \$0.00 |
| 06 FUNDS RETURNED TO THE LINE-OF-CREDIT | \$0.00 |
| 06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT | \$0.00 |
| 07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE | \$0.00 |
| 08 TOTAL AVAILABLE (SUM, LINES 01-07) | \$841,942.61 |

PART II: SUMMARY OF CDBG EXPENDITURES

| | |
|--|--------------|
| 09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION | \$580,432.36 |
| 10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT | \$0.00 |
| 11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10) | \$580,432.36 |
| 12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | \$136,307.33 |
| 13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS | \$0.00 |
| 14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES | \$0.00 |
| 15 TOTAL EXPENDITURES (SUM, LINES 11-14) | \$716,739.69 |
| 16 UNEXPENDED BALANCE (LINE 08 - LINE 15) | \$125,202.92 |

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

| | |
|--|--------------|
| 17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS | \$49,932.11 |
| 18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING | \$149,248.73 |
| 19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES | \$431,147.63 |
| 20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT | \$199,180.84 |
| 21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20) | \$431,147.63 |
| 22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11) | 74.28% |

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

| | |
|---|-------------------|
| 23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION | P.Y.: P.Y.: P.Y.: |
| 24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION | 0.00 |
| 25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS | 0.00 |
| 26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24) | 0.00% |

| | |
|---|--------------|
| PART IV: PUBLIC SERVICE (P.S.) CAP CALCULATIONS | |
| 27 DISBURSED IN IDIS FOR PUBLIC SERVICES | \$95,659.64 |
| 28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | \$18,052.93 |
| 29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | \$20,893.25 |
| 30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS | 0.00 |
| 31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30) | \$92,819.32 |
| 32 ENTITLEMENT GRANT | \$743,721.00 |
| 33 PRIOR YEAR PROGRAM INCOME | \$24,113.44 |
| 34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP | 0.00 |
| 35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34) | \$767,834.44 |
| 36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35) | 12.09% |
| PART V: PLANNING AND ADMINISTRATION (P.A.) CAP | |
| 37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | \$136,307.33 |
| 38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | \$20,346.56 |
| 39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | \$14,314.60 |
| 40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS | 0.00 |
| 41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40) | \$142,339.29 |
| 42 ENTITLEMENT GRANT | \$743,721.00 |
| 43 CURRENT YEAR PROGRAM INCOME | \$20,312.15 |
| 44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP | 0.00 |
| 45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44) | \$743,721.00 |
| 46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45) | 19.14% |

| | |
|-------------------------|-------------|
| Calculation for Line 17 | \$49,932.11 |
| Units Assisted | 2 |
| Units Occupied | 2 |

| | |
|--------------------------------|------|
| % of units occupied by low mod | 100% |
|--------------------------------|------|

| | |
|----------------------------------|--------------|
| Calculation for Line 18 | \$149,248.73 |
| Units Assisted | 6 |
| Units Occupied | 6 |
| % of units occupied by low mod | 100.0% |
| Total Cost of All Housing | \$149,248.73 |
| Total Amount of CDBG Funds | \$149,248.73 |
| % of CDBG funds used for housing | 100% |

PR-26 – CDBG-CV Financial Summary Report

City of Elkhart
 Program Year 2024
 PR-26 CDBG-CV Financial Summary Report
 Revised 9/3/2025

PART I: SUMMARY OF CDBG-CV RESOURCES

| | |
|---|--------------|
| 01 CDBG-CV GRANT | \$719,947.00 |
| 02 FUNDS RETURNED TO THE LINE-OF-CREDIT | \$0.00 |
| 03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT | \$0.00 |
| 04 TOTAL AVAILABLE (SUM, LINES 01-03) | \$719,947.00 |

PART II: SUMMARY OF CDBG-CV EXPENDITURES

| | |
|--|--------------|
| 05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION | \$603,061.11 |
| 06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | \$106,165.36 |
| 07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS | \$0.00 |
| 08 TOTAL EXPENDITURES (SUM, LINES 05 - 07) | \$709,226.47 |
| 09 UNEXPENDED BALANCE (LINE 04 - LINE8) | \$10,720.53 |

PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT

| | |
|--|--------------|
| 10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS | \$0.00 |
| 11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING | \$0.00 |
| 12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES | \$599,870.64 |
| 13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12) | \$599,870.64 |
| 14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05) | \$603,061.11 |
| 15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14) | 99.47% |

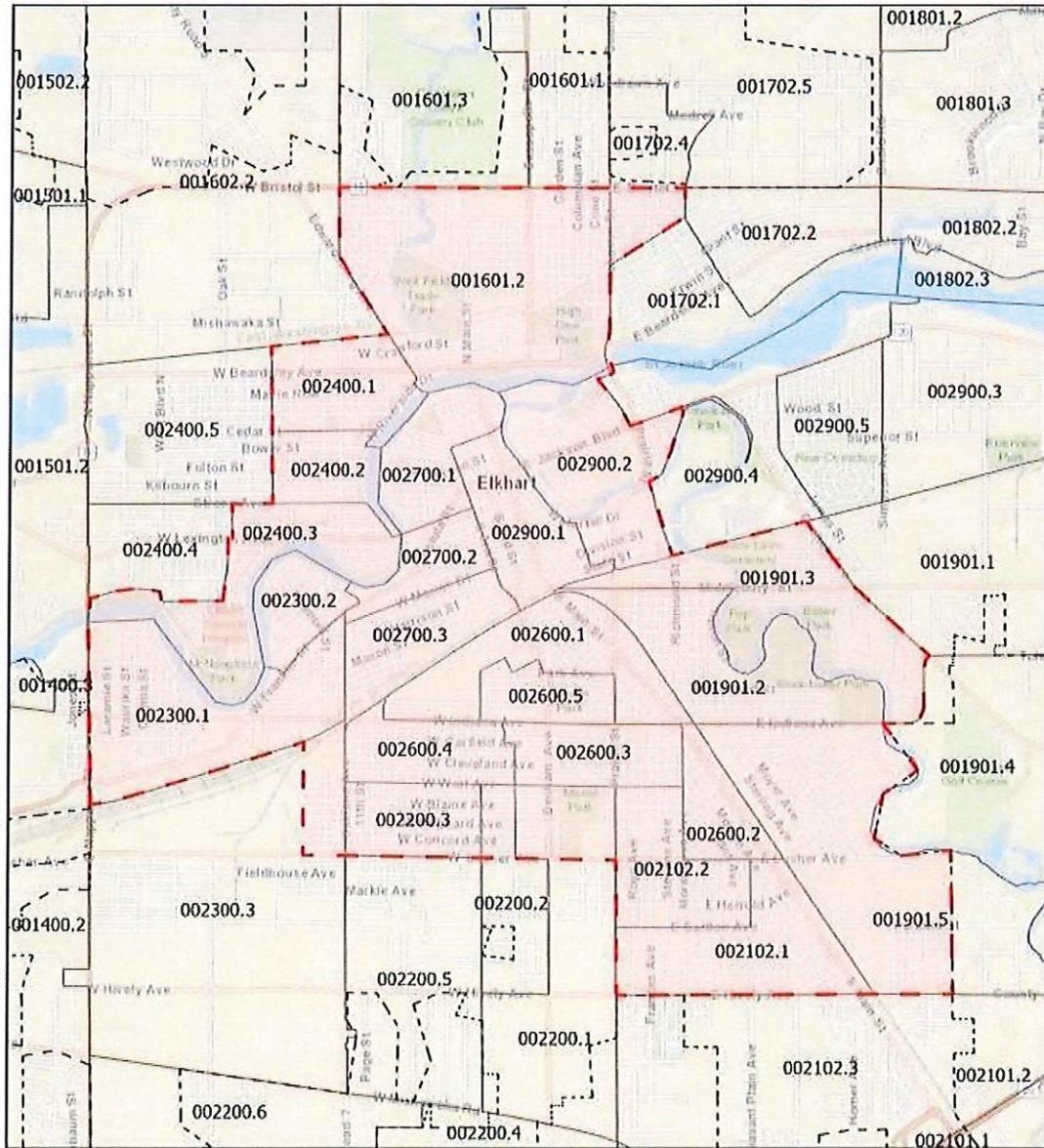
PART IV: PUBLIC SERVICE (P.S.) CALCULATIONS

| | |
|---|--------------|
| 16 DISBURSED IN IDIS FOR PUBLIC SERVICES | \$445,876.11 |
| 17 CDBG-CV GRANT | \$719,947.00 |
| 18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17) | 61.93% |

PART V: PLANNING AND ADMINISTRATION (P.A.) CAP

| | |
|---|--------------|
| 19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | \$106,165.36 |
| 20 CDBG-CV GRANT | \$719,947.00 |
| 21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20) | 14.75% |

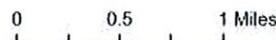
Neighborhood Revitalization Strategy Area (NRSA)



Neighborhood Revitalization Strategy Area



- Elkhart Boundary
- - - Proposed NRSA Boundary



Public Notice

Program Year 2024 Consolidated Annual Performance Evaluation Report (CAPER)

The City of Elkhart, as required by federal law, has prepared the Consolidated Annual Performance Evaluation Report (CAPER) for the expenditure of Community Development Block Grant (CDBG) funds for Program Year 2024, covering the period from July 1, 2024 through June 30, 2025.

The CAPER report contains a summary of programmatic accomplishments including a description of the resources made available, the investment of available resources, the geographic distribution and location of investments, actions taken to affirmatively further Fair Housing, and other actions indicated in the Consolidated and Annual Action Plans.

The Annual report will be available to the public for examination at the City of Elkhart website (www.elkhartindiana.org) under the Community Department page or at the following Elkhart area locations:

City of Elkhart, Community and Redevelopment Department, 201 S. 2nd Street.

Elkhart Public Library 300 S 2nd Street

The document will be available for public review and comment from September 3, 2025 through September 19, 2025. A public hearing to review the CAPER during the regularly scheduled meeting of the Elkhart Redevelopment Commission on Tuesday, September 9, 2025 at 4:00pm. The meeting will take place in the Common Council Chambers.

Questions or comments regarding the CAPER should be addressed to Ms. Mary Kaczka, 229 S. 2nd Street or via email to mary.kaczka@coei.org. The deadline for comments is Tuesday, September 23th at 5:00pm. All written and verbal comments regarding the CAPER will be reviewed and included in the report submitted to the US Department of Housing and Urban Development on or about September 30, 2025.

City of Elkhart, Indiana

**Woodland Crossing Renovations, Phase I
REQUEST FOR QUALIFICATION AND
PROPSAL DOCUMENTS /
DESIGN CRITERIA PACKAGE**



July 7, 2025

1. Introduction

The Redevelopment Department of the City of Elkhart, along with its partners for the reimagining of Woodland Crossing, have identified the need for remodeling and reconstruction of existing tenant spaces which no longer serve the properties' best use. Constructed uses within the existing structure will include a barber college, a child day care facility, temporary city offices, and several white box tenant spaces. It has been determined by the City that the design-build approach is the preferred project delivery method for this project.

2. Request for Qualification and Proposal Documents / Design Criteria Package

As required by IC 5-30-6, the Redevelopment Department of the City of Elkhart has prepared this Request for Qualification and Proposal Documents / Design Criteria Package for review and consideration by design-build firms and/or teams that are interested in offering design-build services to the City of Elkhart. The City is soliciting joint qualifications and proposal documents, and the respondents should consult with this document while preparing their responses. Respondents shall demonstrate that they are qualified to design, engineer, permit, construct, and commission the project.

3. Project Description

The project location is 138-11 W. Hively Ave. (former Big Lots store) and 138-1 W. Hively Ave., both locations are within the Woodland Crossing mall.

Based on the conceptual plans developed by WBK Engineering, the barber college will have an area of approximately 4,500 square feet and the child care facility approximately 4,800 square feet with the remaining area of 138-11 W. Hively to be 400-600 square foot tenant spaces. The city offices at 138-1 W. Hively will have an area of approximately 3,100 square feet. Please note: the WBK Engineering plans are only intended to provide general design criteria and guidance and are not to be used as construction documents.

The project includes all architectural, plumbing, mechanical, and electrical design; structural engineering, environmental survey and remediation, permitting, construction, and commissioning of the remodeled areas.

Space 138-11 (former Big Lots) has completed an environmental survey and undergone remediation. Demolition of this space is near completion.

The City has established a budget of \$2,500,000 for this project.

It will be expected that the firm or team selected for this project will work directly with the lessee and the city to provide a suitable leasable space. It will be expected that the firm or team selected for this project begin with the development of the barber college design and build portion of the project and provide a timeline which allows the tenant to move in by January 31, 2025.

4. Selection Process

The City of Elkhart has issued a public notice requesting Design-Build Qualification and Proposal Documents from qualified firms and/or teams. The Public Notice will be published in the Elkhart Truth on July 12, 2025, and July 19, 2025. This document will be available for download at elkhartindiana.org/bid-opportunities/ starting on July 11, 2025.

Design-Build Qualification and Proposal Documents are due to the Technical Review Committee appointed for this project no later than Tuesday, September 9, 2025, at 4:00 PM EST. Documents shall be delivered to:

City of Elkhart
Development Services
Attn. Sherry Weber
229 South 2nd Street
Elkhart, Indiana 46516

All questions shall be submitted no later than August 29th, 2025 at 4:00 PM EST. Relevant questions along with answers will be posted to the bid-opportunities section of the city's website in a timely manner. Inquiries may be directed to: Jacob Wolgamood at Jacob.Wolgamood@coei.org

The Technical Review Committee shall meet on Tuesday, September 9, 2025, at 4:00 PM to announce the receipt of the Design-Build Qualification and Proposal Documents. The Pricing Proposal shall remain sealed.

The Technical Review Committee appointed for this project shall review the Qualifications and Proposals and score them based on the following criteria:

- General Project Approach 30%
- Assigned Project Manager 10%
- Assigned Superintendent 10%
- Assigned Architect/Engineer-of-Record 10%
- Proposed Schedule 10%
- Previous Project Experience 10%

- Overall Qualification of Team 20%

The Technical Review Committee shall meet on Tuesday, September 23, 2025, at 3:00 PM, to collect the results of each member's review. At that time, the Pricing Proposal received from the highest rated firm/team shall be opened. If the Pricing Proposal is acceptable, the Technical Review Committee shall vote to recommend that the Redevelopment Commission select said firm/team for the project. If the Pricing Proposal received from the highest rated firm/team is not acceptable, the Pricing Proposal from the next highest rated firm/team shall be opened, and so forth, until such time that the Technical Review Committee can vote to recommend that the Redevelopment Commission select a firm/team.

The Technical Review Committee shall report its recommendation to the Redevelopment Commission at its regular meeting on Tuesday, October 14, 2025, at 4:00 PM in the City Hall Council Chambers. It is anticipated that the Redevelopment Commission will award the Design-Build Agreement at that time.

5. Qualification and Proposal Documents

The Qualification and Proposal Document shall include the following information.

- Narrative of General Project Approach
- Identification and Resumes for the proposed Project Manager, Project Superintendent(s), Safety Professional, Quality Assurance and Quality Control Professional(s), Architect(s)-of-Record, and Engineer(s)-of-Record, including required professional licenses
- Schematic Drawings and Description of the Proposed Facility
- Proposed Project Schedule
- List of Previous Similar Projects completed by the firm or team (no more than six projects) with contact information for the client
- Documentation that the lead firm is prequalified by the Indiana Department of Administration for Public Works projects
- Documentation at the lead firm has the required insurance and bonding capacity
- Pricing proposal in a separate sealed envelope

The Qualification and Proposal Documents shall be no more than 20 pages in length. The format shall be on 8.5 by 11 inch standard paper, with 11 by 17 "fold out" sheets, if required. Please note that no special covers, binding, or other document features are required or designed. Color may be used as needed to convey important information but is not required.

Five copies of the Qualification and Proposal Documents shall be provided.

A single copy of the Pricing Proposal shall be provided in a separate sealed envelope; this envelope shall remain sealed until opened by the Technical Review Committee according to the process listed above. Pricing Proposal shall be a single, lump sum cost to design, engineer, permit, construct, and commission the project.

6. Required Qualifications

a. General Qualifications

- The lead firm shall be prequalified by the Indiana Department of Administration (IDOA) for Public Works projects.
- The lead firm or design firm shall employ an Indiana-licensed Registered Architect or an Indiana-licensed Professional Engineer qualified to be the responsible design professional (architect-of-record or engineer-of-record) for the work.
- The lead firm shall document a bonding capacity that is a minimum of two times the expected cost of the project.
- The lead firm shall document insurance coverages that meet the requirements listed in Division A, Section 6, of the current edition of the City of Elkhart Standard Specifications for Construction (elkhartindiana.org/government/public-works/).
- The lead firm shall disclose any litigation or dispute history with public agencies within the last ten years.

b. Project Specific Qualifications

- The design-build firm and/or team shall document successful completion of similar facilities within the last ten years. These projects may be either public or private projects.
- The design-build firm and/or team shall document successful completion of design-build delivery method for multiple projects with the team proposed for this project within the last ten years. These projects may be either public or private projects.
- The design-build firm and/or team shall document any previous experience with public sector projects within the last ten years.
- The design-build firm and/or team shall document any previous experience with day care facility projects within the last ten years.
- The proposed project manager shall document their role with the projects listed above by the design-build firm and/or team.
- The proposed architect-of-record and/or engineer-of-record shall document their role with the projects listed above by the design-build firm and/or team.

7. Project Management Criteria

The design-build firm or team shall be responsible for the following:

- Survey, documentation, and removal of any asbestos containing materials or lead containing materials in accordance with local, state, and federal laws. Encapsulation of material is allowed where permitted.
- Site survey, foundation and subsurface investigations
- All other site investigations, as required
- Architectural, plumbing, mechanical, and electrical design; structural engineering, and permitting

- All construction activities related to the project build-out including, but not limited to, demolition and disposal of all debris in accordance with local, state, and federal laws, material staging and access, traffic control, and project site security
- Commissioning and providing operation and maintenance manuals for the new facilities
- Project management and full-time, on-site supervision
- Project site safety coordination and inspection
- Quality assurance and quality control procedures
- Scheduling, leading, and record-keeping at weekly project meetings
- Final walkthrough, completion of punch list, and request for final acceptance

The City shall be responsible for the following:

- Submission and processing of any required Planning and Zoning entitlements, such as Board of Zoning Appeals petitions and Technical Review applications
- Attendance at weekly project meetings
- Processing invoices
- Final walkthrough, review and acceptance of punch list, and final approval and acceptance

8. Project Design Criteria

The design of the facility shall meet the following criteria:

a. Project Location

- The project location is 138-11 W. Hively Ave. (former Big Lots store) and 138-1 W. Hively Ave., both locations are within the Woodland Crossing mall.
- The site is located within the municipal limits of the City of Elkhart and within a B-2 zoning district.

b. General Requirements

- The barber college will have an area of approximately 4,500 square feet
- The child care facility will have an area of approximately 4,800 square feet
- The remaining area of 138-11 W. Hively will have 400-600 square foot tenant spaces
- The city offices at 138-1 W. Hively will have an area of approximately 3,100 square feet
- All spaces shall conform to the 2014 Indiana Fire Code or the current adopted Indiana Life Safety Code

c. Site Work

- All site work shall be performed in accordance with local, state, and federal laws

d. Concrete and Asphalt

- All concrete and asphalt work shall be installed to match existing pavements and meet all local, state, and federal requirements

e. Building Dimensions and Materials

- All building materials shall meet or exceed industry standard requirements and the requirements of the 2012 Indiana Building Code for their use classification

f. Mechanical, Electrical, and Plumbing Systems

- Appropriately sized and zoned mechanical systems designed and installed in accordance with the 2014 Indiana Fuel Gas Code and the 2014 Indiana Mechanical Code or the current adopted Indiana Code
- Appropriately sized, configured, and metered electrical systems designed and installed in accordance with the 2009 Indiana Electrical Code and the 2010 Indiana Energy Conservation Code or the current adopted Indiana Code
- Appropriately sized and configured plumbing systems designed and installed in accordance with the 2012 Indiana Plumbing Code or the current adopted Indiana Code

RESOLUTION NO. 25-R-_____

RESOLUTION OF THE REDEVELOPMENT COMMISSION OF THE
CITY OF ELKHART, INDIANA, AWARDING CONTRACT FOR PLANTERS

The Commission caused a request for bids for the acquisition and installation of 96” planters on S. Second Street to be issued, bids have been received and reviewed, and staff recommends awarding the contract to Wausau Tile in the amount of \$160,000, which amount is sufficient to cover all contingencies; and

Whereas, the Commission considers the bid to be responsive and a fair price for the proposed work and believes it is in the best interest of the City and its inhabitants that the contract be awarded to Wausau Tile and the funds be appropriated.

NOW THEREFORE, BE IT RESOLVED:

1. The Commission accepts the proposal and awards the contract for the acquisition and installation of, approximately 90-120, 96” Second Street Planters to Wausau Tile.
2. The Commission appropriates the sum of \$160,000.00 from the Downtown Allocation Area No. 1 Special Fund to pay for the work.
3. The Officers of the Commission are authorized and directed to perform all acts and enter into any Agreements they deem necessary and appropriate to complete the Project.

ADOPTED BY UNANIMOUS VOTE THIS 9th DAY OF SEPTEMBER 2025.

CITY OF ELKHART, REDEVELOPMENT
COMMISSION

By _____
Sandra Schreiber, President

ATTEST:

By _____
Dina Harris, Secretary

Memo

To: Redevelopment Commission Members
From: Jacob Wolgamood
Date: 9/4/2025
Re: 2nd Street Planters – Award Contract

Public Works has planned to reconfigure 2nd Street, from Tyler St. to Jefferson St., which includes repaving and restriping for two-way traffic, angled parking, and traffic control changes. The Engineering Department met with Redevelopment Department staff to discuss an unused section of the west side of the roadway.

We have established that there is sufficient space to place planters along this unused portion of road to help calm traffic, create a more comfortable experience for pedestrians and businesses, and provide trees where there currently are none. Initial design indicates the need for 90 to 120 planters will be needed to line the west side of 2nd Street.

Development Services requested permission to receive quotes for acquiring concrete planters for trees to be placed along 2nd Street on July 8th, 2025.

On August 12th, 2025 we received quotes for the planters, the results are as follows:

| Company | Bid | Alternates (w/ Reservoir) |
|---|--------------|----------------------------------|
| Wausau Tile – 72” Planter, Shipping (Alt.: w/ Reservoir) | \$112,334.58 | \$141,254.58 |
| Wausau Tile – 96” Planter, Shipping (Alt.: w/ Reservoir) | \$148,525.34 | \$177,445.34 |
| Reading Precast – 72” Planter, Shipping | \$115,200.00 | N/A |
| Doty & Sons Concrete Products, Inc. – 72” Planter, Shipping | \$169,800.00 | N/A |

We are requesting the Redevelopment Commission award the 2nd Street Planters project to Wausau Tile, who was the lowest responsive and responsible quote provider, for an amount not to exceed one hundred, sixty thousand (\$160,000.00) which includes all anticipated contingencies.

Memo

To: Redevelopment Commission Members
From: Jacob Wolgamood
Date: 9/2/2025
Re: 420 S 2nd St. Asbestos Assessment and Remediation

Development Services is requesting permission to advertise for bids for asbestos assessment and remediation of 420 S 2nd St.

The City of Elkhart acquired the property and structures of 420 S 2nd St. when it acquired the former Chase/St. Joe Valley Bank building at 121 W Franklin St. Redevelopment plans for 420 S 2nd St. and adjacent properties include a parking lot or parking structure for City use. Demolition of existing structures and removal of existing pavements is necessary for the planned use. It is our desire to retain the services of a competent contractor with the necessary equipment, expertise, and personnel to undertake the assessment and remediation of hazardous materials prior to the demolition of the facility.

We are requesting the Redevelopment Commission allow for the advertisement for bids for asbestos assessment and remediation of 420 S 2nd St.

Memo

To: Redevelopment Commission Members
From: Jacob Wolgamood
Date: 9/2/2025
Re: 812 S Main Asbestos Assessment and Remediation

Development Services is requesting permission to advertise for bids for asbestos assessment and remediation of 812 S Main.

812 S Main, formerly operating as Mr. Bubbles car wash, was listed for sale by the property owner in 2024. The Department of Redevelopment acquired the property in the spring of 2025 with plans for a mixed use development bringing housing and commercial space to the South Main corridor. Demolition of existing structures and removal of existing pavements is necessary for the planned use. It is our desire to retain the services of a competent contractor with the necessary equipment, expertise, and personnel to undertake the assessment and remediation of hazardous materials prior to the demolition of the facility.

We are requesting the Redevelopment Commission allow for the advertisement for bids for asbestos assessment and remediation of 812 S Main St.

Memo

To: Redevelopment Commission Member
From: Adam Fann
Date: 9/2/25
Re: Property Offerings

Staff has been in contact with several adjacent property owners of parcels owned by the Commission that are interested in purchasing the parcels for use as side or rear yards. Below are the average appraised costs of each parcel. Staff requests the Commission offer these parcels to the adjacent property owners.

| Address | Offering Price |
|--------------------------|-----------------------|
| 928 W Marion St. | \$3,400 |
| 403 Jackson Place | \$3,900 |
| Adjacent 507 Viginia St. | \$3,900 |
| 322 Gross St | \$2,500 |



Mayor: Rod Roberson

Airport Director: Andy Jones

Elkhart Municipal Airport
1211 CR 6 W
Elkhart, Indiana 46514

Administration Office:
(574) 264.5217
FAX (574) 264.0915

Memorandum

To: Redevelopment Commission (RDC)

From: Andy Jones, Elkhart Municipal Airport Director

Date: 8-12-2025

Subject: Aeroplex TIF Funds Request for Cost Associated with Airport Runway 9/27 Joint Replacement Project.

The Elkhart Municipal Airport (EKM) plays a critical role in the economic development of not only the northern corridor, but the city of Elkhart as a whole, and is key to the further economic expansion to the Aeroplex areas. Of the three runways on airport property, Runway 9/27 is where the bulk of all airport operations take place. 9/27, is now a 6,500' x 120' concrete surface. Concrete runways consist of hundreds of sections divided by 1/4-inch joints. In order to preserve the useful life of this type of runway, every 10-15 years the joints must be refilled and sealed. The American Recovery and Reinvestment Act of 2009, included "Stimulus" funds which were acquired and used to over-lay the asphalt surface with 15 inches of concrete. The result was a stronger surface and a life expectancy increase from 10 years to more than 50 years.

At the behest of Mayor Rod Roberson, the Board of Aviation Commissioners (BOAC), directed Butler Fairman & Seufert Engineering (BF&S) to draft and advertise bid specifications for the runway 9/27 joint replacement project. Four bids were received and opened at the BOAC meeting on July 30, 2025. BF&S reviewed the four bids and determined Interstate Sealant's bid

of \$459,714.55 was the lowest and most responsive overall bid. The BOAC then unanimously passed a motion to award the project to Interstate Sealant for \$459,714.55, pending city funding approval. BF&S fees for service contract were approved at a prior meeting of the BOAC for an amount not to exceed \$17,000, pending city funding approval.

Maintaining airport infrastructure is critical to maintaining the highest level of safety. Our grant assurance obligations include requirements that we properly maintain not just the grant funded improvements, but the entire airport. In order for the airport to be an attraction for new jobs, additional corporate and private users and attract new business and corporate headquarters, we depend upon partnerships such this with the RDC. The BOAC requests approval from the RDC to award the use of Aeroplex TIF funds for the cost of the Runway 9/27 Joint Repair Project of \$459,714.55, and for the professional services agreement fees of BF&S for an amount not to exceed \$17,000.

Total BOAC Aeroplex TIF Fund request not to exceed \$476,714.55.

Sincerely,

Andy Jones

Cc: BOAC, Megan Erwin, Erin Koons, Karen Shaw, Adam Fann

RESOLUTION NO. 25-R-_____

RESOLUTION OF THE REDEVELOPMENT COMMISSION OF THE CITY OF ELKHART,
INDIANA, FOR LABOUR PUMP LITIGATION EXPERT WITNESS SERVICES

Whereas, The Commission has acquired the realty at 1607-1641 Sterling Avenue and 824 Ren Street previously referred to as the LaBour Pump site, which has environmental contamination and requires remediation, and has employed Ice Miller, LLP (“Ice Miller”) to file suit to recover the costs of clean-up and related damages; and

Whereas, It will be necessary for Ice Miller to retain experts to assist in the case from time to time and the Commission desires to increase the appropriation of funds to pay those fees as incurred.

NOW THEREFORE, BE IT RESOLVED:

1. The Commission appropriates the additional sum of \$25,500.00 from the Brownfield Services Special Fund to apply to payment of the current and future expert witness fees as billed, with any balance remaining after completion of the Services to be applied to the appropriate account.
2. The Commission authorizes its officers to do all acts which they deem necessary and appropriate in furtherance of the Resolution.

ADOPTED BY MAJORITY VOTE THIS 9th DAY OF SEPTEMBER 2025.

CITY OF ELKHART, REDEVELOPMENT
COMMISSION

By _____
Sandra Schreiber, President

ATTEST:

By _____
Dina Harris, Secretary

RESOLUTION NO. 25-R-_____

RESOLUTION OF THE REDEVELOPMENT COMMISSION OF THE CITY OF ELKHART, INDIANA, APPROVING THE ECONOMIC DEVELOPMENT AGREEMENT FOR THE RIVER DISTRICT GARAGE PROJECT AND FUNDING OF THE SERIES 2025 NOTE

Whereas, River District Development Company, LLC (“RDDC”) will acquire real estate and construct certain economic development facilities consisting of an approximate 200 space parking garage needed to serve the public (the “Garage Project”) and a mixed-use development consisting of 60 dwelling units/apartments for rent and 10,000 square feet of commercial and retail space for rent, with all necessary appurtenances, related improvements and equipment (collectively the “Project”), all as more fully set forth in the attached Economic Development Agreement (the “Agreement”), which has been presented to the Commission for approval; and

Whereas, the Project will be located in or physically connected to the Downtown Urban Renewal Area and Downtown Allocation Area No. 7 and will be in, serve or benefit the Cassopolis Street Corridor Economic Development Area and Allocation Area (the “Cassopolis Allocation Area”); and

Whereas, the Elkhart Economic Development Commission will be requested to approve the issuance of the Series 2025 Note from the City to RDDC to fund the acquisition and construction of the Garage Project, which Note is proposed to be funded from the Cassopolis Allocation Area TIF Revenues, in one or more installments; and

Whereas, the Commission has reviewed the Agreement and finds that there is a shortage of residential units and parking facilities within the City, the Project will help diminish the shortage, enhance economic growth within the City by providing convenient parking for residents and for non-resident patrons and visitors to the City who attend events, stay in our hotels and motels and patronize businesses, and benefit and serve the Development Areas and general public.

NOW THEREFORE, BE IT RESOLVED:

1. The Commission hereby approves the Garage Project and funding of the Series 2025 Note in the amount of \$8,000,000.00 from the Cassopolis Allocation Area TIF Revenues, in one or more installments, all as more fully set forth in the Agreement.
2. The Commission approves the terms and conditions of the Agreement and authorizes the President, and in her absence the Vice President, to approve any revisions thereto she deems appropriate and consistent with the intent of the parties, subject to prior review and approval by legal counsel.
3. The Commission appropriates the sum of \$8,000,000.00 from the Cassopolis Allocation Area Special Fund to fund the Series 2025 Note, in one or more installments. Any surplus remaining to be returned to the appropriate account.
4. The Officers of the Commission are hereby authorized to execute and deliver the Agreement and all other documents, and do all acts, which they deem necessary and desirable in furtherance of this Resolution.

ADOPTED BY MAJORITY VOTE AT A MEETING OF THE COMMISSION THIS 9th
DAY OF SEPTEMBER 2025.

CITY OF ELKHART, REDEVELOPMENT
COMMISSION

By _____
Sandra Schreiber, President

ATTEST:

By _____
Dina Harris, Secretary

RESOLUTION NO. 25-R-_____

RESOLUTION OF THE REDEVELOPMENT COMMISSION OF THE
CITY OF ELKHART, INDIANA, APPROVING WOODLAND CROSSING SERVICE
CONTRACT WITH ADVANCED PROPERTY MAINTENANCE OF SOUTH BEND

Whereas, the Commission has acquired Lots 1,3,5 and 6 in the recorded Plat of Woodland Crossing (the "Property") and staff recommends the approval of the service contract with Advanced Property Maintenance of South Bend ("APM") to provide snow removal and ice control services on the parking areas, walks and entrances in the common areas, in accordance with the attached Service Contract (the "Contract"); and

Whereas, the Commission believes it will be in the best interest of the city and its inhabitants to approve the contract.

NOW THEREFORE, BE IT RESOLVED:

1. The Commission approves the APM Contract for snow and ice removal services at a cost of \$99,445.00 to be paid from the CAM budget.
2. The officers are authorized to execute all agreements and take all actions they deem necessary and appropriate in furtherance of this Resolution.

ADOPTED BY MAJORITY VOTE ON THE 9TH DAY OF SEPTEMBER 2025.

CITY OF ELKHART REDEVELOPMENT COMMISSION

By: _____
Sandra Schreiber, President

ATTEST:

By: _____
Dina Harris, Secretary

SERVICE CONTRACT

(Woodland Crossing, Elkhart, IN)

THIS SERVICE CONTRACT, dated as of **September 9, 2025**, is made by and between **City of Elkhart, Redevelopment Commission** (hereinafter referred to as "**Owner**") and **Advanced Property Maintenance of South Bend** (hereinafter referred to as "**Contractor**").

WITNESSETH

Owner owns, either in fee or pursuant to a long-term lease, that certain property/project located at **154 W. Hively, Elkhart, IN 46517** (the "**Property**"). Owner desires to avail itself to the services of Contractor to provide **snow removal** services for the Property, and Contractor is willing to so act.

NOW, THEREFORE, in consideration of the mutual promises herein contained the parties agree as follows:

1. TERM

Owner hereby engages Contractor as an independent contractor, to perform and provide **snow removal** services hereinafter described commencing on **November 1, 2025** and ending on **April 30, 2028**. Owner may terminate this Contract at any time by giving Contractor thirty (30) days prior written notice of its election to terminate. Contractor may terminate this Contract by giving Owner written notice ninety (90) days prior to the one-year anniversary date of the commencement of this Contract, and at ninety (90) days prior to each anniversary date during the time which this Contract may remain in effect. Ninety (90) days prior to each anniversary date, Contractor shall give manager a proposal for the twelve (12) month period following said anniversary date. Provided neither party has terminated this Contract in accordance with its terms prior to **April 30, 2028**, this Contract shall continue on a month-to-month basis following **April 30, 2028**, until terminated by either party upon thirty (30) days prior written notice.

2. SERVICES TO BE PERFORMED AND CONSIDERATION

Contractor agrees to perform the services for the Property on and in accordance with the schedule and in the manner specified in the specifications which are attached hereto as Exhibit A and made a part hereof by reference. Manager agrees to pay Contractor the following amounts (as outlined in Exhibit A):

See attached document

3. RELATIONSHIP OF THE PARTIES

Contractor does hereby state, represent and warrant that it is an independent contractor. In no event and/or under no circumstance shall Contractor in the performance of its contractual obligation hereunder be deemed or considered to be acting as a servant, agent, or employee of the Manager (as defined in Section 14 below), Owner or the Property. Contractor agrees that it is solely responsible for all payments due or to become due to all its employees, or material suppliers including the withholding of appropriate taxes and the compliance with any and all worker's compensations laws or similar employer obligations

or requirements with respect to its employees, and Contractor hereby agrees to indemnify and save harmless Owner and Manager, and any affiliate, subsidiary, employee or parent corporation of either, against any and all liability therefor. This Contract shall not be construed in any way to create a partnership or joint venture between the parties. The sole relationship of Contractor to Owner is of an independent contractor.

4. PERSONNEL

Contractor shall supply an adequate number of employees who have been trained and are competent to perform the services required hereunder. The personnel provided shall be supervised and directed by a foreman, who shall be trained and duly qualified to act in such capacity. All personnel shall be properly uniformed or attired suitably to perform such services professionally in a Class A building. Contractor agrees to maintain good order and shall be responsible for the professional behavior of its employees while on the Property. In the event that Owner, in the exercise of its reasonable discretion, shall deem an employee unacceptable or unsatisfactory, Contractor shall promptly remove such employee from the work force and shall supply a replacement therefor.

5. SUPPLIES AND EQUIPMENT

Any and all supplies, equipment, uniforms and/or materials whatsoever, which may be necessary to perform the services required hereunder, shall be furnished by Contractor at no additional cost or charge to Owner. All such material and supplies shall be of a quality consistent with that of Class "A" Buildings in the **Elkhart, Indiana** market and acceptable to Owner in its sole judgment, and no additional charge shall be made by Contractor for this requirement.

6. COMPLIANCE WITH LAWS AND REGULATIONS

Contractor agrees to comply with all Federal, State and Local laws, ordinances and/or rules and regulations in connection with the performance of its services and obligations under this Contract.

7. AGREEMENT OF INDEMNITY

Contractor shall fully protect, indemnify, and save harmless and defend Manager and Owner, their directors, officers, agents and employees, from and against any and all loss, cost (including reasonable attorneys' fees and costs), damage, injury, liability claims, or causes of actions, arising out of or resulting from:

- (1) the performance by Contractor (or its subcontractors, agents and employees) of the services to be provided pursuant to this Contract;
- (2) the negligence or willful misconduct of Contractor or its subcontractors, agents or employees; and/or

(3) Contractor's breach of this Contract.

8. INSURANCE.

Prior to first performing the services at the Property, the Contractor shall obtain and provide evidence of the existence of the following types of insurance:

- (1) **Worker's Compensation Insurance** providing statutory benefits under the Worker's Compensation Act of the State of **Indiana** and/or any other State or Federal law or laws applicable to the Contractor's employees performing work on the Property. Employer's Liability insurance with limits of liability of not less than \$500,000 each accident, \$500,000 each employee for disease and \$500,000 policy limit for disease.
- (2) **Commercial General Liability Insurance** with limits of not less than \$1,000,000 for bodily injury and property damage per occurrence with a general annual aggregate limit, if any, of not less than \$2,000,000. There shall not be any policy exclusions or limitations for contractual liability covering the Contractor's obligations herein; personal injury; advertising liability; medical payments; fire damage legal liability; broad form property damage; and liability for independent contractors.
- (3) **Comprehensive Automobile Liability Insurance** covering all owned, hired and non-owned vehicles used in connection with the work performed on Property with a per occurrence for bodily injury and property damage liability of not less than \$1,000,000.
- (4) Whenever the Owner deems necessary, we will request Umbrella Coverage of \$2,000,000 per occurrence/\$2,000,000 aggregate and/or a Fidelity Bond of \$10,000 per employee.

Each of the foregoing liability policies shall (a) be endorsed to name Owner and Manager, as well as their affiliates, as additional insureds, and to provide a cross liability provision, (b) insure Contractor's indemnification obligations contained in Section 7(1) and Section 7(2) above, (c) specifically provide a thirty (30) day notice of cancellations, non-renewal or material change to be sent to the Owner at the address in the "Notice" section below, (d) be with insurance companies reasonably satisfactory to Owner, and (e) otherwise be in form and content acceptable to Owner. The existence of the foregoing policies in the forms and with the limits required shall be evidenced by either Acord form insurance certificates stating the policy numbers, dates of expiration, the limits of liability thereunder, and the other items listed in the preceding sentence, or by the provision of Insurance Binders containing the same information.

Contractor shall maintain all of the foregoing insurance coverages in full force and effect at all times while this Contract is in effect. Contractor's failure to comply with the foregoing insurance requirements at any time may result, at Owner's discretion, in the

immediate termination of this Contract without the need for delivery of any prior notice to Contractor.

9. RECOURSE TO OWNER

Any recourse against the Owner hereunder shall be limited to proceeding against Owner's interest in the Property.

10. ASSIGNMENTS

This Contract may not be assigned by Contractor without the prior written consent of Owner. Owner may, at any time, assign this Contract without the consent of Contractor, and Owner shall thereafter be released from any and all liability and obligations arising under this Contract accruing from and after the date of such assignment.

11. NOTICES

All notices, requests, consents and other communications required or permitted under this Contract shall be in writing (including telex, facsimile and telegraphic communication) and shall be (as elected by the person giving such notice) hand delivered by messenger or overnight courier service, faxed or telecommunicated (with original to follow by overnight commercial courier for delivery on the next business day), or mailed by registered or certified mail (postage prepaid), return receipt requested, addressed to the parties at the addresses set forth below. Each such notice shall be deemed delivered (a) on the date delivered if by personal or overnight delivery, (b) on the date telecommunicated if by telegraph or facsimile (with original to follow as provided above), (c) on the date of transmission if by telex, and (d) on the date upon which the return receipt is signed or delivery is refused or the notice is designated by the postal authorities as not deliverable, as the case may be, if mailed.

Contractor: **Advanced Property Maintenance of South Bend**
2043 South Bend Avenue
South Bend, IN 46637

Owner: **City of Elkhart, Redevelopment Commission**
c/o Cressy Commercial Real Estate
200 N Church St., Suite 200
Mishawaka, IN 46544

The address to which any notice or other writing may be given, made or sent to either party, may be changed by written notice given by such party as above described.

12. CONFLICT

If there is a conflict between the terms and provisions of this Contract and the terms and provisions of any of the schedules or exhibits attached hereto, then the terms and provisions of this Contract shall take precedence and control. Without limiting the generality of the foregoing, if any schedule or exhibit attached hereto is in the form of Contractor's standardized agreement, then only the terms and provisions of such agreement pertaining to the scheduling and description of the services, and compensation to be paid for the services, shall be operative, and the remainder of such schedule or exhibit shall be disregarded, as all other terms and provisions governing the relationship of the parties is embodied in this Contract. Any ambiguity resulting from the construction of this Contract shall not be construed against either party hereunder, each party having participated in the drafting of the terms hereunder.

13. BINDING EFFECT; COUNTERPARTS

It is the intention of the parties hereto that the terms, conditions and provisions of this Contract shall be legally binding upon and inure to the benefit of and be enforceable by each of the parties hereto and their respective successors and assigns. This Contract may be executed in counterparts and delivered via facsimile or electronic mail.

14. MANAGER AND ITS RELATIONSHIP TO OWNER

Cressy Commercial Real Estate (hereafter referred to as "**Manager**") is Owner's managing agent at the Property. Manager is responsible for carrying out Owner's obligations contained in this Contract. Owner and Contractor acknowledge and agree that (a) the obligations of the Owner in this Contract will be carried out by Manager, (b) Contractor shall accept and rely upon (and shall be entitled to accept and rely upon) Manager's guidance, direction, and decisions as though the same came directly from Owner, and (c) Manager is Owner's authorized agent for all things respecting the Property and this Contract. Owner may elect to terminate the provisions of this section (whether due to an assignment of this Contract, a change in property management or otherwise) by providing at least ten (10) days prior written notice to Contractor, which notice must designate either a replacement Manager or a contact(s) with Owner who shall have the authority to act on behalf of Owner as described in this section.

IN WITNESS WHEREOF, Owner has caused this Contract to be executed as of the date first written above.

City of Elkhart, Redevelopment Commission

By: _____
Its: _____

IN WITNESS WHEREOF, Contractor has caused this Contract to be executed as of the date first written above.

Advanced Property Maintenance of South Bend

By: _____
Its: _____

EXHIBIT A

(See Attached)

Advanced Property Maintenance of South Bend
 2043 South Bend Ave.
 South Bend, IN 46637

Estimate

| Name/Address |
|---|
| Cressy Woodland Crossing 154 W Hively Ave. Elkhart In 46517 |

| Date | Estimate No. | Project |
|----------|--------------|---------|
| 08/25/25 | 1600 | |

| Item | Description | Quantity | Cost | Total |
|---------------------|---|----------|--------------|--------------------|
| Misc | <p>WINTER 2025 - 2028 SEASONABLE BID TO INCLUDE: PLOWING OF ALL PARKING AREAS, SIDEWALK CLEARING, ICE CONTROL FOR BOTH WALKS AND LOT AREAS.</p> <p>BASED ON AVERAGE SNOW FALL OF 55.5 INCHES. OVER 55.5 WILL BE BILLED PER PUSH AND APPLICATION OF SALT.</p> <p>6 EQUAL PAYMENTS OF \$15875.00 PER MONTH FROM NOVEMBER 1ST THROUGH APRIL 1ST</p> | 1 | 95,250.00 | 95,250.00 |
| Plowing | Over 55.5 inches Plowing per time | | 1,750.00 | 1,750.00 |
| Salting | Salting per application | | 1,695.00 | 1,695.00 |
| walkway clearing | Walkway clearing per time | | 750.00 | 750.00 |
| | | | Total | \$99,445.00 |

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

Warrick & Boyn
August 2025
Invoice
Total Current
Work
\$18,596.60