

Sandi Schreiber
President
Appointed by Mayor
Jan. 1, 2024 to Dec. 31, 2027

Luke Lefever
Member
Appointed by Mayor
Feb. 6, 2025 to Jan. 1, 2027

Willie L. Brown
Member
Appointed by Mayor
Jan. 1, 2024 to Dec. 31, 2027



Dina Harris
Secretary
Appointed by Council
Jan. 1, 2024 to Dec. 31, 2024

Wes Steffen
Vice President
Appointed by Council
Jan. 1, 2024 to Dec. 31, 2024

Dorisanne Nielsen
Non-Voting School
Board Advisor
Appointed by Mayor
Jan. 1, 2024 to Dec. 31, 2027

REGULAR MEETING
ELKHART REDEVELOPMENT COMMISSION
LOCATION: CITY HALL, 2ND. FLOOR, COUNCIL CHAMBERS
Tuesday, July 8, 2025
4:00 p.m.

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

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

CALL TO ORDER

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

AMEND JULY 8, 2025 MEETING AGENDA

Ms. Schreiber asked for a motion to amend the July 8, 2025, Meeting Agenda. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

APPROVAL OF MEETING MINUTES

Ms. Schreiber asked for a motion to approve the June 10, 2025, Regular Meeting Minutes. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

NEW BUSINESS

A. OPENING OF BIDS

Mr. Wolgamood addressed the commission stating there are no bids to open.

B. Second Street Tree and Planter RFQ

Mr. Jacob Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to advertise bidding for Second Street planters. Moved by Mr. Brown. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

C. Woodland Crossing Renovations Phase 1 RFQ-P and Designate a Technical Review Committee

Mr. Jacob Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve issuing a request for qualifications and proposals for design and construction of Big Lots and restaurant space at Woodland Crossing. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

Mr. Jacob Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve and designate the technical review committee for the Woodland Crossing RFP renovation work. Development Services appointed the following individuals to Technical Review Committee:

- Jeffry Schaffer, PE, as the licensed engineer
- Zachary Flagle, RA, as the licensed architect
- Jacob Wolgamood, as a representative of the city

Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

D. SoMa Commons Easement Parcels

Mr. Jacob Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the form and content of the American Electric Power/Indiana Michigan Power Company Right of way and Electric Distribution Easement and the exhibits attached to the resolution for the SoMa Commons site. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

E. 142 State Street Contract Extension – moved to the end of New Business

F. Woodland Crossing Budget Adjustment

Ms. Mary Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the revised 2025 Woodland Crossing Budget increase adjustment as presented to the commission____. Moved by Mr. Lefever. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

G. Woodland Crossing Replacement Lights on Monument Sign

Ms. Mary Kaczka Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the Premier Signs contract in the amount of \$6,157.12 to replace the bulbs on the monument sign at Woodland Crossing with LED bulbs and authorize the officers to execute any contract presented on that matter and appropriate \$6,157.12 from Special Fund #2560, Woodland Crossing Operations fund to cover the cost of those services. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

H. Woodland Crossing Parking Lot Restriping

Ms. Mary Kaczkw addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the proposed contract with Arnt Asphalt Sealing, Inc. in the amount of \$19,485.00 for parking lot line restriping, authorize execution of that contract and appropriate \$19,485.00 from

Special Fund #2560, Woodland Crossing Operations Fund. Moved by Mr. Steffen. Seconded by Mr. Lefever. Voice vote, all in favor. Motion approved.

I. Woodland Crossing Ancon Change Order for Demolition Services

Ms. Mary Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the Ancon Construction change order contract at Woodland Crossing demolition of Big Lots area for additional work on removal and disposing of a partition wall and appropriate \$3,910.00 from the Consolidated South Elkhart Economic Development/Redevelopment Area Allocation Area Special Fund to cover the cost of the additional services. Moved by Ms. Harris. Seconded by Mr. Brown. Voice vote, all in favor. Motion approved.

E. 142 State Street Contract Extension

Ms. Mary Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the contract extension of the renovation work at 142 State Street to December 31, 2025. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

STAFF UPDATES

Mr. Mike Huber addressed the commission with updates on projects around the city

- The City Council did pass/approve the 5 Year Consolidated Plan, the Annual Action Plan, the Citizens Participation Plan, the Neighborhood Revitalization Strategy Area Plan, and all of those associated documents.
- Flats at Pine Creek Ground Breaking will take place on Thursday, July 10, at 3:00 p.m.

OTHER BUSINESS

Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$13,949.33. 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 Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved. The meeting adjourned at 4:20 p.m.


Sandra Schreiber, President

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Elkhart Redevelopment Commission
Pre-Agenda Meeting Summary
For July 3, 2025

PRESENT: Sandi Schreiber, Gary Boyn, Dina Harris, Mike Huber, Sherry Weber, Jacob Wolgamood, Mary Kaczka, Drew Wynes, and Joshua Hofer

PRESENT BY WEBEX: Chris Pottratz

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 July 8, 2025.