

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
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Dorisanne Nielsen
Non-Voting School
Board Advisor
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REGULAR MEETING
ELKHART REDEVELOPMENT COMMISSION
LOCATION: CITY HALL, 2ND. FLOOR, COUNCIL CHAMBERS
Wednesday, November 12, 2025
4:00 p.m.

PRESENT: Dina Harris, Sandi Schreiber, Wes Steffen, Luke Lefever, Gary Boyn, Sherry Weber (Recording Secretary), Mike Huber, Adam Fann, Jacob Wolgamood, Mary Kaczka, Thalia Mora, Drew Wynes, Chad Rapp, Joe Geiger, Mike and English

PRESENT BY WEBEX: Chris Pottratz

CALL TO ORDER

This meeting was held in-person, telephonically, and virtually through WEBEX. The meeting was called to order at 4:02 p.m. by Ms. Schreiber, President.

APPROVAL OF MEETING MINUTES

Ms. Schreiber asked for a motion to approve the October 14, 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. Fann addressed the commission stating there are no bids to open.

B. Asbestos Assessment and Remediation Bid Rejection

Mr. Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to reject the submitted bids for asbestos assessment and remediation at 420 S 2nd St. and 812 South Main Street. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

C. 403 Jackson Place Parcel Transfer from BPW

Mr. Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to accept a transfer of 403 Jackson Place from the Board of Public Works. Moved by Mr. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

D. 403 Jackson Place Sale

Mr. Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to accept the offer from Alandra Salazar in the amount of \$500, approve the transfer of the property to her and approve the form purchase agreement. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

E. 928 W Marion Street Sale

Mr. Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to accept the offer from Juan and Jessica Fortosoin the amount of \$500, approve the transfer of property to them and approve the purchase agreement. Moved by Mr. Lefever. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

F. Indiana Avenue Extension

Mr. Fann addressed the commission and answered questions. Ms. Schreiber asked for a motion to extend the time for completion of the construction project to and including August 31, 2026. Moved by Ms. Harris. Seconded by Mr. Lefever. Voice vote, all in favor. Motion approved.

G. Karen Drive Right of Way Proposal

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the employment of DLZ Indiana, LLC to perform the services described in the agreement, appropriate the sum of \$84,575 from the Cassopolis Street Corridor Allocation Area, and approve the form and content of the agreement. Moved by Ms. Harris. Seconded by Mr. Steffen. Mr. Chad Rapp, Mr. Joe Geiger and Mr. Mike English (Karen Drive property owners) raised concerns about communication regarding development project on Karen Drive. Mr. Huber addressed the questions and concerns of homeowners. He will speak with the current developer regarding accessing property that is privately owned and have them do their due diligence. Ms. Harris asked that DLZ communicate with the property owners first thing and explain what is happening with them visually. Voice vote, all in favor. Motion approved.

H. SoMa Garden Park Improvements

Mr. Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to appropriate \$22,000 from Fund 281 Proceeds of Sale of Property to apply to the project costs with any balance remaining being applied to the appropriate account. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

I. Ancon Contract Adjustment for Woodland Crossing Engineering

Mr. Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the proposal and the increase of Ancon contract price to \$3,342,753 and appropriate the

increased sum of \$28,753 from Consolidated South Elkhart Area. Moved by Ms. Harris. Seconded by Mr. Lefever. Voice vote, all in favor. Motion approved.

J. 420 South Second Street Asbestos Remediation Assessments

Mr. Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve employment of Clean Air Environmental Services, Inc. to provide the asbestos assessment at 420 South Second and appropriate the sum of \$1,250 from Downtown Allocation Area No. 1. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

K. 812 South Main Street Asbestos Remediation Assessment

Mr. Wolgamood addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the employment of Clean Air Environmental Services, Inc. to provide the asbestos assessment at 812 South Main and appropriate \$600 from Consolidated Area TIF. Moved by Mr. Lefever. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

L. 2026 Spending Plan

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the 2026 TIF Spending Plan as presented. Moved by Mr. Lefever. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

M. River District Development Company Memorandum of Understanding (MOU)

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the River District Development Company Memorandum of Understanding as presented and authorize its execution. Moved by Mr. Lefever. Seconded by Ms. Harris. Mr. Steffen recused himself as he is an adjacent property owner. Voice vote, three in favor, one recused. Motion approved.

N. G&W PFAS Testing

Mr. Mike Huber addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the services of Enviroforensics for G&W PFAS testing services and appropriate \$18,196 from Consolidated South Elkhart TIF. Moved by Ms. Harris. Seconded by Mr. Lefever. Voice vote, all in favor. Motion approved.

O. Woodland Crossing 2026 CAM Budget

Ms. Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the 2026 Woodland Crossing CAM Budget as presented. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

P. CDBG Owner Occupied Rehabilitation Program resolution approving Rehabilitation Program Raising Cap on Rehab Funding.

Ms. Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the owner occupied rehabilitation guidelines and increase the maximum limit for owner occupied program to \$75,000 per dwelling including contingency funds. Moved by Ms. Harris. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

Q. CDBG Program Community Planning Insights contract for consulting services

Ms. Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the employment of Community Planning Insights to provide technical assistance for the CDBG and CDBG-CV programs at an hourly rate of \$100 in a fee not to exceed \$5,620.23 and appropriate that sum from the Community Development Block Grant Program Special Fund and approve the form of contract for services. Moved by Mr. Steffen. Seconded by Ms. Harris. Voice vote, all in favor. Motion approved.

R. Turkey Stampede Use Agreement

Ms. Kaczka addressed the commission and answered questions. Ms. Schreiber asked for a motion to approve the request for access to property as designated in the agreement and approve the form of agreement authorizing its execution. Moved by Ms. Harris. Seconded by Mr. Lefever. Voice vote, all in favor. Motion approved.

STAFF UPDATES

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

- **Yuma Property Offer** – An offer was received on this property. Ms. Schreiber asked for a motion to approve negotiation to finalize the purchase agreement for the Yuma property. Moved by Mr. Lefever. Seconded by Mr. Steffen. Voice vote, all in favor. Motion approved.

OTHER BUSINESS

Ms. Schreiber asked for a motion to approve the Warrick and Boyn invoice in the sum of \$27,411.93. Moved by Ms. Harris. Seconded by Mr. Steffen. 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 Mr. Lefever. Voice vote, all in favor. Motion approved. The meeting adjourned at 4:45 p.m.


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

PRESENT: Sandi Schreiber, Gary Boyn, Dina Harris, Willie Brown, Wes Steffen, Mike Huber, Sherry Weber, Adam Fann, Jacob Wolgamood, Mary Kaczka, and Drew Wynes

PRESENT BY WEBEX: Chris Pottratz and Thalia Mora

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 November 12, 2025.