



## City of Elkhart

*Redevelopment Commission*

AGENDA FOR AURORA CAPITAL DEVELOPMENT CORPORATION  
MUNICIPAL BUILDING (2<sup>ND</sup> FLOOR), COUNCIL CHAMBERS  
Tuesday, December 10, 2024 at 3:30 pm

THIS MEETING WILL BE HELD IN PERSON AND ELECTRONICALLY VIA WEBEX

To join, go to

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

Enter **2313 925 4734** as the event number and **ACDC12** as the event password.

To join by phone, call **415-655-0001**, enter **2313 925 4734 ##**

*Press \*6 to unmute telephone*

1. Call to Order
2. Approval of November 12, 2024 Regular Meeting Minutes
3. Approval of November 2024 ACDC Expense Report
4. Approval and ratification of tax filing procedures for Aurora Capital
5. Adjournment



City of Elkhart  
*Redevelopment Commission*

Aurora Capital Development Corporation  
Meeting Minutes  
Tuesday, November 12, 2024

Present: Dina Harris, Wes Steffen, Willie Brown, Gary Boyn, Sherry Weber (Recording Secretary), Mike Huber, Adam Fann, Joshua Hofer, and Dwight Fish

Present via Webex: Gerry Roberts and Mary Lou Timmons

**Call to Order:**

This meeting was held in-person, telephonically and virtually through WEBEX. Mr. Steffen called meeting to order at 3:30 pm

**Approval of Regular Meeting Minutes:**

Mr. Steffen asked for a motion to approve the October 8, 2024 Regular Meeting Minutes. The motion was moved by Ms. Harris. Seconded by Mr. Brown. Roll call vote carried with all in favor, non-opposed. Minutes are approved.

**October 2024 ACDC Expense Report**

Mr. Steffen asked for a motion to approve the October 2024 ACDC Expense Report in the amount of \$3,494.72. The motion was moved by Mr. Brown. Seconded by Ms. Harris. Roll call vote carried with all in favor, non-opposed. Motion approved.

**Adjournment**

There being no further discussion, Mr. Steffen asked for a motion to adjourn the meeting. Moved by Mr. Brown. Seconded by Ms. Harris. Roll call vote carried with all in favor, non-opposed. Motion approved. Meeting adjourned at 3:31 pm. Next meeting is on Tuesday, December 10, 2024 at 3:30 p.m. in Council Chambers.

---

Wes Steffen, Vice-President

STEVE WATTS CONSULTING, LLC  
 AURORA CAPITAL DEVELOPMENT FUND  
 27-Nov-24

DATE	ACTIVITY	HRS/MI		AMOUNT
11/7/2024	Drive roundtrip to Elk	36 Mi/\$.67	split	\$12.06
	Time for travel	1.5 hr	split	\$75
	email & text to Tiffany Cruz/PJ Limes	.5hr		\$50.00
11/11/2024	Prepare & send text to Bookworm re: absolute need to meet due to delinquency	.25hr		\$25.00
11/13/2024	Drive roundtrip to Elk	36 Mi/\$.67	split	\$12.06
	Time for travel	1.5 hr	split	\$75.00
	Network Meeting with Ambrose Kamyia/ City of Elkhart Development	1.5hr	split	\$75.00
11/15/2024	150 hr roundtrip drive to Elk	1.50 hr	split	\$75.00
	Mileage	36 mi/\$.67	split	\$12.06
	Meet w/Carolina Preciado/Bookworm on Main	2hr		\$200.00
11/20/2024	espond to networking emails	.25hr	split	\$12.50
11/22/2024	espond to networking emails	.25hr	split	\$12.50
11/23/2024	espond to networking emails	.25hr	split	\$12.50
11/24/2024	email Gary Boyn & Sandi Schrieber re: recommendation for Bookworm on Main	.75 hr		\$75.00
		<b>TOTAL</b>		<b>\$723.68</b>

RESOLUTION OF THE AURORA CAPITAL DEVELOPMENT CORPORATION  
APPROVING AND RATIFYING TAX FILING PROCEDURES

Whereas, the Board has received and reviewed the attached Engagement Letter form Kruggel Lawton CPAs (“Kruggel”) its certified public accountant regarding preparation of its 2023 tax return and the 2023 Form 990; and

Whereas, the Board previously authorized the City Controller to provide all financial information and otherwise assist its accountant as needed in the preparation of its annual tax returns, and sign the same as its authorized agent.

NOW THEREFORE, BE IT RESOLVED:

1. The Board approves the form and content of the Engagement Letter and the Form 990, and authorizes the City Controller to sign the same as its agent.
2. The Board ratifies all actions taken by Kruggel and the City Controller in the preparation and filing of all required tax returns.
3. The Board confirms that the City Controller was and is authorized to oversee and assist in the preparation of, and sign, as the authorized agent of Aurora, all prior, current and future tax preparation engagement letters and tax returns of the corporation.

ADOPTED BY MAJORITY VOTE OF THE BOARD ON THE 10<sup>th</sup> DAY OF DECEMBER 2024.

\_\_\_\_\_  
Sandra Schreiber, President

\_\_\_\_\_  
Wes Steffen, Vice President

\_\_\_\_\_  
Dina Harris, Secretary

\_\_\_\_\_  
Gerry Roberts, Member

\_\_\_\_\_  
Willy Brown, Member