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County Surveyor
SKY K. MEDORS, P.E.
County Engineer
WILLIAM S. SCHALLIOL, ESQ.
Executive Dir. of Economic Development
ABBY E. WILES, AICP
Executive Dir. of Area Plan Commission



ST. JOSEPH COUNTY
ESTABLISHED 1830

DEPARTMENT OF INFRASTRUCTURE, PLANNING & GROWTH

BOARD OF COMMISSIONERS
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District 3

REDEVELOPMENT COMMISSION

MEETING Minutes April 13, 2021, at 9:00 a.m.

Members Present: Shirley Ryneerson, Larry Beehler; By Zoom: Brian Pawlowski, Dennis Jordan, Thomas Gryp, Jason Critchlow
Staff Present: Bill Schalliol, Chris Brown, Phil Garrett, Samantha Keultjes

MEMBERS

Brian Pawlowski
President
Board of Commissioners Appt.

Dennis Jordan
Vice-President
Board of Commissioners Appt.

Shirley Ryneerson
Member
Board of Commissioners Appt.

Thomas Gryp
Member
Council Appointment

Jason Critchlow
Member
Council Appointment

Larry Beehler
Advisory Member
PHM School Corporation Appt.

Jamie Woods, Esq.
Counsel

1. Meeting Called to Order by Brian Pawlowski at 9:00 a.m.
 - a. Administration of Oath (Shirley Ryneerson)

Phil Garrett administered the Oath to Shirley Ryneerson
 - b. Election of Officer (Secretary)

Upon a motion by Brian Pawlowski, being seconded by Dennis Jordan and unanimously carried, Jason Critchlow was nominated and elected as Secretary of the Redevelopment Commission.
3. Approval of Minutes (Audio Position: 2:45)
 - a. March 9, 2021 – Meeting of the Redevelopment Commission

Upon a motion by Jason Critchlow, being seconded by Dennis Jordan and unanimously carried, the minutes from the March 9, 2021 Redevelopment Commission were approved.
4. Economic Development Area Updates (Audio Position: 3:08)
 - a. General Redevelopment Commission
 - i. Budget Information (March report)
 1. Wyatt EDA – Fund 4300
 2. New Carlisle EDA – Fund 4301 (AA #2)
 3. New Carlisle EDA – Fund 4302 (AA #1)
 4. New Carlisle EDA – Fund 4303 (Special Taxing District)
 5. Capital Avenue EDA – Fund 4401
 6. Northwest Cleveland Road EDA – Fund 4402
 7. General Redevelopment Commission – Fund 4403
 8. Double Track Bond – Fund 4404

Chris Brown: Before you this morning is all of the budget information for the March timeline. In discussion at last month's meeting, there was talk about summarizing for the Commission members where the spending is coming from. I know some of the times that the bottom table on the big summary has some detail but sometimes doesn't have enough detail. So what I tried to do in this budget narrative is just understand where those invoices were coming from, what work was being done. I'm happy to look at this further if you want. This was just kind of a first ditch effort to cover what those invoices look like.

Thomas Gryp: I thought they were very helpful, thank you.

Bill Schalliol: One thing I would note is if you were to turn to the Northwest Cleveland Road Allocation Area Fund 4402, when we actually put together the budget last year, the way the numbers worked out it would have appeared that we only had bond debt this year of about \$158,000. We have found that there was an error in that number. It will be consistently about \$320,000 which is what it's been the last several years. So we made a correction in the report to accurately reflect what we believe bond debt to be this year. TIF allocation collection is higher than the bond debt and so we should have \$40,000-\$50,000 more in collection than we do in debt payment. So that report has been adjusted and will be maintained on a go forward basis.

Brian Pawlowski: What fund will the Comprehensive Plan funds come from?

Bill Schalliol: We have not determined it. What we may do is take a proportional share from each of the TIF districts so we'll just have to figure out what the ratio is that we take from each.

ii. Disposition of properties – Outlot B & C

Bill Schalliol: Over the last couple years, we've been working with a couple different departments to dispose of property that was formerly the Central Highway Garage out by the airport between Cleveland Rd. & Lathrop, just northeast of the airport area. We actually have divided the properties into three Outlots, A, B & C. At the last Board of Commissioner's meeting we accepted purchase agreements on Outlot B & C. Outlot B we sold for \$61,000, Outlot C we sold for \$48,000. So both of those positive purchases at or near the appraised price. We are excited about the disposition of both these parcels. We have new users. One is going to expand an existing business that's a truck terminal on Foundation Dr., they're going to double their facility and capacity. Outlot C is actually going to probably end up as two different development sites. Both of these properties are within the city limits of South Bend, brownfield site, never paid property taxes, so to get these properties on the tax roll and get developable use out these is a huge win. The land sale profits will go back in to cover costs that the Commission has spent on these. Those funds will be reimbursed first, then the remaining fund will be put into the General Commission Fund just as a land sale.

Thomas Gryp: Are there other properties on our books that you're considering putting on the auction block?

Bill Schalliol: We're actually going through and looking at a bunch of county properties that we'd like to dispose of. We're trying to find ways to get those properties into productive use. That is something that Chris and I have been working on with some of the other staff members.

Thomas Gryp: Do you have a list that itemizes properties along the lines of what you just identified?

Bill Schalliol: We are actually working with our GIS team to update that list and put that list together.

Thomas Gryp: When do you think that will be ready?

Bill Schalliol: I would hope in the next month or so.

Thomas Gryp: Could I ask that maybe in two months to put it on the agenda so that we can touch base and see where we are? I think you can't do anything until you have all the data in one place.

Bill Schalliol: Absolutely. And just as a note, MACOG is looking at the potential creation of a land bank. So as we look at land bank conversations, there's maybe the opportunity to take some of those properties that the County owns that are within City limits to put those into a land bank as another way to move those properties.

Brian Pawlowski: Tom, you're right, until you have that list, you really can't move too quickly. Having gotten lists that I thought were definitive, the second and third drafts of those were yet more definitive and it was an uphill battle. The fact that you got money for property is awesome. That was always something tough. Seeing some of the places that are up and running now that are producing taxable income that people are going to, that we got rid of for a dollar, it's all about putting those empty places in play. And the quicker we can move some of those other things off our books, the better.

b. New Carlisle Economic Development Area (NCEDA) (Audio Position: 12:15)

i. Fiber Project Update

1. Request Permission to Advertise for Bids (Town Loop Project)

Chris Brown: Crews have installed approximately 21,700 linear feet of conduit so far. About 4 miles out of the 27 mile loop. All conduit has been installed on Pine Rd and Grant Rd. We've had discussions with Choice Light about helping with connections for community area businesses. There is also a potential for using American Rescue Plan funds. Broadband is an eligible expense for those funds so as they come into the County, we may try to look at that. Additionally, we've had discussion with the EDA about using those ARP funds as matching funds to replace what we would be using for TIF. At this point they have said that they don't believe they are eligible but we need to wait until ARP comes out with their notice of funding opportunity to really understand what those requirements are going to be.

Thomas Gryp: So right now do we have any definitive plans at all to hook up schools and hospitals and things like that?

Chris Brown: I think part of it is also understanding where that conduit could go. So this additional request permission, we've been in touch with the Town of New Carlisle to understand the route that it could go. Now that we know what that route is going to look like, when we go out to bid, we can have more definitive conversations with Choice Light about saying "Which

ones, if you're going to go out and talk to this business and figure out which ones have interest in connecting." Then we can start utilizing our funds or if ARP comes around and we can use those to start defining which businesses we would be able to help out with that.

Thomas Gryp: Could you just give us regular updates on how that goes? You know my concern, that it's going to be a bridge to nowhere unless we can help the city hook up to their key facilities.

Chris Brown: Absolutely.

Dennis Jordan: If we cannot use the ARP funds, which fund would we get the money from to pay for this loop and would that impact our ability to help New Carlisle with connectivity issues if we had to use our TIF money?

Chris Brown: Right now, I think we've got the EDA grant, I know is coming out of 4303 which is the bond. I would envision that, I mean ARP, broadband is an eligible expense so we're pretty confident that we'll be able to use those funds for it. If not, I think you could look at either 4302 as an inter-serving for that fund since that's a little bit larger fund or the bond funding.

Dennis Jordan: \$200,000 would be less than what I would have imagined. It would seem to be that connectivity to local areas might be a little less too.

Jason Critchlow: Is this mainly for commercial use or will this have residential use as well?

Bill Schalliol: So the original grant was specific to industrial users. What we're proposing as part of the town loop would be eligible for commercial, could be residential connections, could be things like that. Opens it up more to a broader range of people because we don't have the federal government requirements to it. Obviously anybody that connects to the 27 mile loop could be a residential user could be the commercial user. We are exploring with Choice Light, ways to create broad residential serving options. They have a residential provider that we're having conversations with about how that connection would work. The challenge that we have is the one-offs. A stretch along US 20 for example and there's a house every quarter mile, that single connection point for residential users really just becomes cost prohibitive. The connection becomes costly then the service cost becomes expensive. So trying to find ways to bring that number down either through a centralized user of some other type of function. We nor Choice Light want to be in the residential service business but certainly if we can find a way to do broad serving connectivity points, that's really the goal of the project.

Jason Critchlow: So eventually it would bring the cost down for residential if they were able to get a service provider in there?

Bill Schalliol: Certainly.

Chris Brown: There is a service provider, Surf Broadband, is the one that Choice Light works with and they have great interest in looking at this area. They have a couple connection points on the water tower east of New Carlisle, so they kind of have an in with that area but with the amount of residential, especially connected with the larger backbone of the EDA grant, and then the town loop, that gives them a lot more potential to go into these subdivisions and residential

neighborhoods. And that's a business case for them at that point.

Bill Schalliol: We have worked with Lochmueller Group and Choice Light to work up a feasible design pattern for the town loop project. The 1.4 mile loop was originally proposed as part of this project to be an amendment to the original project through the EDA but as we looked at cost and we looked at value, it would have held up the EDA project and it would have cost us, we wouldn't have gotten a lot of value for trying to do the 50/50 match grant out of this. So what we're proposing to do is put this out to bid as a separate project from the EDA project. It becomes a local project and we would have the ability to apply for the County's funds for the American Rescue project so that we can pay for the town loop project through 100% of those funds. We'd look to request to advertise with the Board of Commissioner's on May 4, 2021, open bids on the 25th and then award the project on June 1, 2021. We're asking for your permission today to move the town loop project forward and begin the process to request advertisement and allocate resources to move the project forward.

Upon a motion by Thomas Gryp, being seconded by Jason Critchlow and unanimously carried, the Request Permission to Advertise for bids for the town loop project was approved.

- c. St. Joseph County Economic Development Area No. 3 (AM General EDA) (Audio Position: 21:05)
 - i. Regional Cities Update – Capital Avenue Missing Link Project

Bill Schalliol: The Regional Cities Group decided to fund three other project so we were not successful at this time in receiving funds for the missing link project. So we have asked the contractor, Christopher Burke Engineering, to finish the design. We're not going to go out to bid at this point in time but get everything prepped so that we can go out to bid. We know that the Next Level Trails Grant application is coming forward. A couple other opportunities for funding with some of the Federal money that's being released, so we want to be prepped and ready to go when money becomes available.

- ii. McKinley Avenue Infrastructure Project (Audio Position: 22:27)

1. **Resolution 2021-09** - A RESOLUTION OF THE ST. JOSEPH COUNTY REDEVELOPMENT COMMISSION AUTHORIZING FUNDS FOR THE MCKINLEY AVENUE WATER MAIN EXTENSION PROJECT

Bill Schalliol: We have been working with Penn Township, City of Mishawaka, and some developers looking at extending a new water line between Evergreen Dr and Bittersweet Rd along the north side of McKinley Ave. A part of the project, we've done design work and easement work but where we are today is we're at a point where we're ready to move forward with the project. There's a new building on the corner of Evergreen & McKinley that will tap into this water line, the Penn Township Fire Station that's being built right now along McKinley will tap into this water line, and we anticipate some other development opportunities in that corridor that will benefit from this water line extension. So we're asking for your permission to pay for phase one of the water main extension and that's a cost of \$180,163. That money will go to the City of Mishawaka to buy materials and pay for the water main project. We're also asking for funds to buy utility easements. There's a total of 8 easements that needs to be obtained between Evergreen Dr and Bittersweet and we've had conversations with the

majority of those property owners, we've had the properties appraised by two independent appraisers and the average value has been set so we're just waiting for this approval and Board of Commissioner approval if this is successful to begin that process of acquiring those easements so that we can get this water line in place and moving forward. We do anticipate filing for funding for American Rescue Plan money from the County. Water line extensions are an eligible expense for reimbursement so right now we're set to use Commission funds but ultimately could reimburse ourselves so that we wouldn't be out of pocket and would be able to use that Rescue Plan money to cover these costs.

Thomas Gryp: You said this was phase one and going to cost about \$100,000. How many phases will there be and what is the total aggregate cost of the project?

Bill Schalliol: Great question. In the packet there is a map that shows the phases. So there are two phases. First phase is from just east of Evergreen Dr. to the east side of what will be Candice Ln. Candice Ln will be the extension into a piece of property but it will also serve as the inbound lane for the Fire Station site. So that's the first phase. The second phase is then going from the east side of Candice Ln to Bittersweet. That will connect a line that's on Bittersweet and then connect back into a line that's already running along McKinley. Phase two, we're working with the City of Mishawaka to determine those costs. The biggest challenge there in the estimation is the gas station on the northwest corner of McKinley and Bittersweet, working around some pumps, so we've been working with the gas station owner to determine exactly where the pumps are to make sure that we understand separation and all those things from the pumps and the water main. We would anticipate that that cost could be about \$150,000 to connect from Candice to Bittersweet. It's not required, but it would be good from a pressure standpoint and a connectivity standpoint in the Mishawaka system and we'd have the ability to apply for the Recovery funds to pay for that. Maybe some short term out of pocket money but an opportunity to get reimbursed to move this project forward. It opens up some development sites that have been for sale and have some redevelopment opportunity so an opportunity to get water and the sites would already have Mishawaka sewer so the ability to put some new commercial and industrial sites on water and sewer could be a real win for that area and for development in the TIF district.

Dennis Jordan: Is the approximate \$200,000 the \$200,000 under water in the proposed expenditures that you presented under the financial information under the Capital Ave.

Bill Schalliol: Yes, in the budget that we presented and approved earlier this year, we did anticipate that \$180,000-\$200,000 would come out of TIF. We didn't anticipate that water/sewer/broadband would be eligible reimbursement expenses out of the American Rescue Plan, so we have it budgeted to spend, but if we can be reimbursed, then we will certainly seek reimbursement.

Dennis Jordan: I assumed so but if it hadn't been then we wouldn't have had, theoretically, cash at the end of the year etc.

Upon a motion by Thomas Gryp, being seconded by Jason Critchlow and unanimously carried, Resolution 2021-09 was approved.

2. **Resolution 2021-10** - A RESOLUTION OF THE ST. JOSEPH COUNTY REDEVELOPMENT COMMISSION

AUTHORIZING FUNDS FOR THE CONSTRUCTION OF AN ENTRANCE ROADWAY FOR THE PENN TOWNSHIP FIRE STATION NO. 13 PROJECT

Bill Schalliol: This is a project that has had several iterations over the last couple years. We've been working with Penn Township on this site, with PHM Schools, and some other industrial users out in that area. When the Penn Township project was originally presented to us, because of the location between two signalized intersections, because of just the location of drives and the potential for a lot of in and out from the fire station, it was determined that we needed to extend Candice Ln which is an existing road south of McKinley, but we needed to extend that north into the site and that was going to be the return entrance for fire truck movement as well as other movement that occurs on the PHM School Property north of McKinley. There's about 28 acres there, whether that gets used for PHM use or gets opened up for other development uses at some other time, this Candice Rd project and the associated site and drainage work with that will set that land up and the Fire Station site up for productive use. We have done all the design work, all the coordination work, and we have put in the budget \$500,000 for this project. Right now the estimate comes in at \$479,668. We would ask for an approval of \$500,000 and don't anticipate spending that but would ask for your approval to complete the Candice Dr improvements and the intersection improvements and all the other site work associated with this project.

Upon a motion by Dennis Jordan, being seconded by Jason Critchlow and unanimously carried, Resolution 2021-10 was approved.

d. Wyatt Economic Development Area No. 1 (Wyatt EDA)

None at this time.

e. Northwest Cleveland Road Economic Development Area (NWCR EDA)

None at this time.

5. Additional Business

a. Department of Infrastructure, Planning & Growth 2020 Annual Report

The IPG 2020 Annual Report was included in the packet for the Commission's review.

6. Public Comment (3 minute limit)

None at this time.

7. Adjournment

Upon a motion by Dennis Jordan, being seconded by Jason Critchlow and unanimously carried, the April 13, 2021 Redevelopment Commission meeting adjourned at 9:33 a.m.

Next Meeting Date: May 11, 2021 at 9:00 am
(Virtual or 4th Floor – Council Chambers)