

REDEVELOPMENT COMMISSION MEETING MINUTES

October 28, 2013

The Regular meeting of the City of Mishawaka Redevelopment Commission was called to order at 6:30 p.m., Monday, October 28, 2013, in Room 205, City Hall, 600 East Third Street, Mishawaka, Indiana. Commissioners Eberhart, O'Dell, Ermeti, Stillson, Buraczewski and Pingel were present. The following were also in attendance: Attorney Robert Beutter, Ken Prince, City Planner; David Thomas, Community Development Director; and Marilyn Nelums-Jones, Program Coordinator;

APPROVAL OF OCTOBER 2013 MINUTES

Commissioner O'dell moved to approve the minutes of September 23, 2013, meeting as circulated. Commissioner Ermeti seconded; motion carried.

MEMORANDUM OF UNDERSTANDING WITH FAIRVIEW CEMETERY

Ken Prince, City Planner shared the particulars of the MOU. Mr. Prince said we were approached 6-8 months ago by the Fairview asking for help. The fence on Liberty was in bad shape and taken down. Loved ones had inquired about the lack of a fence and wanted to know if the City could install one. The City does not do things to benefit private property. The few things that would benefit would include the removal of the conversion of the five way intersection to a four way. The City contracted Ed Fisher to identify where the plots are closest relative to the right of way. There is a section available that the fence could be moved into the cemetery and the sidewalk widened. This memorandum outlines the commitments of each party. They will remove existing fencing; donate the additional right of way for no cost at Liberty and Jefferson and the access to connect Liberty/Jefferson. We have asked them to recognize and remember the reason we are entering into the agreement which is the removal of the five way intersection. The fence is theirs to maintain. Ken Prince also provided a drawing of the plan for this work. Improvement of the corridor – 3 areas facing the right of way will be installed with black fencing. If approved, we will contact those in charge of the City and Catholic Cemetery's to do the same. No revenue is being generated. There will be a construction of 4 brick pillars at the entry point on Liberty. They also asked that markers be installed to identify that is Fairview Cemetery. We will do various plantings. When we're done we will have a wider walk, planting area and ornamental fence. There is a section of sidewalk missing between Jefferson and the apartments. We would need to purchase right of way. Ken Prince felt it would be a good time to purchase while the other modifications are being done. Commissioner Eberhart asked that we check into the pile of brush near the school adjacent to the cemetery. Commissioner O'Dell commented that there is a house nearest the car lot that has a tree that needs to be removed. Commissioner O'Dell welcomes the improvements for parents getting students into school. Commissioner Buraczewski asked the rough cost of the work. Ken Prince stated that the fence alone is in the \$150,000.00 mark. Replacing the signal is usually around \$400,000.00. Commissioner O'Dell moved to approve the Memorandum of Understanding and Commissioner Pingel seconded; motion carried.

717 W. 7TH STREET DEED TO HABITAT FOR HUMANITY OF ST. JOSEPH COUNTY

Dave Thomas presented the deed for 717 West 7th Street, originally a Self-Sufficiency property. Opportunity presented itself through Habitat while working on another property. They started the project without a notice to proceed from us. There were things that were tied to that, that would have triggered other issues. HOME came back to us, the environmental has not been done, MOU w/Habitat to fund them \$40,000 and another \$50,000 – no way to make good on that, so we came up with the idea to deed this house – NSP funds, they agreed that we would deed them this house and one more new build after completion. This would offset that amount. We still maintain those HOME funds. Commissioner Ermeti motioned; Commissioner Buraczewski seconded to approve the deed to Habitat for Humanity; motion carried. Dave Thomas will create a MOU.

DEED RESTRICTION FOR 426 W. 9TH STREET

This document will prohibit the owner from selling to someone that is not 80% AMI qualified. This is a document that is required by NSP and CDBG, as such, we are including a resale restriction that has been approved by our HUD Representative.

FIRST TIME HOMEBUYER APPLICANTS

Mr. Thomas presented information regarding First Time Homebuyer applicants for 422 East Grove. Commissioner Ermeti moved to approve as presented. Commissioner O'Dell seconded; motion carried. Mr. Thomas presented information regarding First Time Homebuyer applicants for 513 East Broadway. Commissioner Ermeti moved to approve as presented. Commissioner Pingel seconded; motion carried.

SIGNATURES FOR FINAL 2013 CDBG SUB-GRANTEE AGREEMENTS

Agreements were signed.

ANYTHING BROUGHT BEFORE THE COMMISSION

Dave Thomas presented a project at 318 Lincolnway East that was requested by the Coty of Mishawaka Department of Engineering. SAA Investments has owned the property since 2007; they have challenged the owner for a grade change. The only feasible lateral connection is on the South side of property at 202 N. Race Street. We are asking the Redevelopment Commission to grant an easement for sanitary sewer so SAA Investments can continue with improvements to their property. Mr. Thomas explained that without this lateral the owner would be required to put in a septic tank, which is not an ideal solution considering the proximity to the St. Joseph River. Commissioner O'Dell moved; Commissioner Ermeti seconded; motion carried.

Dave Thomas presented standard forms of agreement with Contractors for First Time Homebuyer properties located at 513 East Broadway, 422 East Grove and 410 West Ninth Street. Agreements were signed.

Commissioner O'Dell moved to adjourn the meeting, Commissioner Ermeti seconded; meeting adjourned at 7:10 p.m.

M. Gilbert Eberhart, President

David B. Thomas

Marilyn Nelums-Jones