



## ***Common Council Meeting – Minutes for April 1, 2024***

**Council Members in Attendance:** Austin Yoder, Amy Rosa, Dustin Geyer (OL), Kelbi Veenstra

**Also Present:** City Attorney Brian Hoffer, Clerk-Treasurer Jeff Knight **Guests:** 6 (5 IP, 1 OL), and one member of the press (IP) were in attendance.

- Call to Order: Deputy Mayor Rosa called the meeting to order at 7:00 pm and led the Council in the Pledge of Allegiance and opening prayer.
- Roll Call: Council members listed above were in attendance in person. Mayor Jenkins and CM Leavitt unable to be in attendance. For all votes, CM Geyer was seen and heard via videoconference.
- Approval of Minutes from the March 18, 2024, Council meeting: CM Veenstra motioned to approve the minutes. CM Yoder seconded. The minutes were approved unanimously by voice vote.
- There were no petitions or comments by citizens, no reports of commissions, boards, or commissions, and there was no unfinished business.
- New Business
  - Annual TIF Management Report Presentation: Mr. Kyle Carlson (Baker Tilly) was introduced and presented the annual report. This report is an overview of the purpose of TIF areas, what those TIF areas are, as well as the types of projects that have benefited from the use of TIF funds. As of 12/31/24, the Consolidated EDA (City Wide Allocation Account #4445) had a cash balance of \$5 million. DM Rosa thanked Mr. Carlson for his presentation. No action was required by the Council. The report will be uploaded to Gateway to fulfill the reporting requirement.
  - Approval of Baker Tilly Annual Master Service Agreement: CT Knight presented the annual master service agreement. This agreement lays out the scope of the services Baker Tilly provides to the City on an annual basis. The scope includes accounting services, Gateway annual reporting assistance, debt management, financial management reports, and comprehensive financial planning. They also provide reporting services (along with debt management services) on behalf of the Redevelopment Commission. The cost of the services increased 3% from 2023 to \$7,900 per month. All of the services provided for 2024 are identical to those provided in 2023. City Attorney Hoffer noted that the services presented for approval were the appendix to the original engagement letter dated April 18, 2022. CT Knight concurred. DM Rosa asked if the letter could be submitted for review at the next Council meeting. CT Knight said yes. CM Yoder motioned to approve the annual master service agreement for 2024. CM Veenstra seconded. The agreement was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers: City 2024 APV's Totaling \$686,057.05: CT Knight discussed the largest expenditures appearing on the register. The single largest expense was \$199,420 for the new Case Loader purchased by the Street Department. This was budgeted and paid for out of LRS. DM Rosa motioned to approve the APV's. CM Yoder seconded. The APV's were approved unanimously by voice vote.
- Reports by City Officers:
  - Mayor Jenkins submitted two proclamations that were not read but were made part of the record and will be added to the minutes. The first was to proclaim April 2024 as Child Abuse



Prevention Month. The second was to also proclaim April 2024 as Work Zone Awareness Month.

- Adjournment: With no further business to discuss, CM Veenstra motioned to adjourn the meeting and CM Yoder seconded. The meeting was adjourned at 7:25 pm by unanimous voice vote.

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Amy Rosa, Deputy Mayor

Attest: \_\_\_\_\_  
Jeff Knight, Clerk of the Council

# City of Nappanee, Indiana

# Proclamation

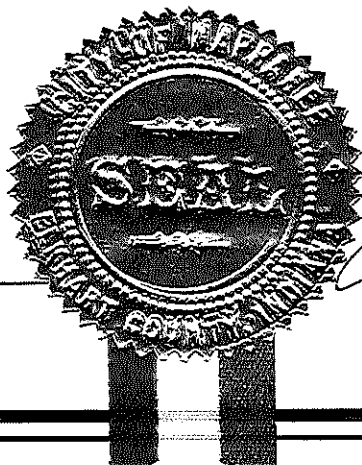
*From the Office of the Mayor*

- WHEREAS,** every child deserves to grow up in a safe, nurturing environment, free from abuse, neglect, and exploitation, where they can thrive and reach their full potential; and
- WHEREAS,** child abuse and neglect are egregious offenses that inflict profound harm, impacting the physical, emotional, and psychological welfare of children, families, and entire communities.
- WHEREAS,** it is imperative that we work together as a community to raise awareness and education about child abuse prevention, provide support and resources to families in need, and empower individuals to recognize the signs of abuse and take action to protect vulnerable children; and
- WHEREAS,** efforts of CAPS Elkhart has led to a 30% reduction in instances of child abuse over the past 12 years; and
- WHEREAS,** blue and silver pinwheels are recognized as a symbol of child abuse prevention and are a physical reminder of the positive cycles of love and support that end abuse and lead to healthy and happy childhoods; and
- WHEREAS,** April serves as an opportunity to reaffirm our commitment to preventing child abuse and neglect, promoting the well-being of all children, and ensuring that every child grows up in a loving and supportive environment;
- NOW, THEREFORE,** I, Philip W. Jenkins, by the authority vested in me as Mayor of Nappanee, do hereby proclaim April 2024 as Child Abuse Prevention Month in Nappanee, Indiana. I call upon all citizens, organizations, and government agencies to join together in raising awareness about child abuse prevention, supporting victims and survivors, and working towards the goal of ending child abuse in our communities.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the Office of the Mayor of the City of Nappanee to be affixed this 1st day of April Two Thousand and Twenty-four.

April 1, 2024

Date



*Philip W. Jenkins*  
Mayor, City of Nappanee

# City of Nappanee, Indiana

# Proclamation

*From the Office of the Mayor*

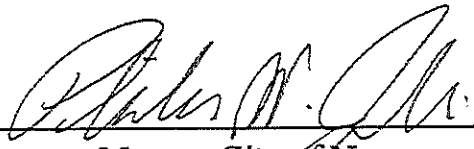
- WHEREAS,** work zones are an essential part of infrastructure maintenance and improvement projects, ensuring the safety and efficiency of our roads, highways, bridges, and utilities; and
- WHEREAS,** the safety of both workers and motorists in work zones is of paramount importance, requiring heightened awareness, attention, and caution from all individuals navigating these areas; and
- WHEREAS,** every year, numerous lives are tragically lost and countless injuries occur as a result of accidents in work zones, highlighting the critical need for increased awareness and adherence to safe driving practices; and
- WHEREAS,** through education, outreach, and advocacy efforts, we can raise awareness about the importance of work zone safety and encourage responsible driving behaviors to prevent accidents and protect the lives of workers and motorists alike; and
- WHEREAS,** by recognizing April as Work Zone Awareness Month, we reaffirm our commitment to promoting safety, reducing accidents, and fostering a culture of respect and caution in work zones throughout our communities;
- NOW, THEREFORE,** I, Philip W. Jenkins, by the authority vested in me as Mayor of Nappanee, do hereby proclaim April 2024 as Work Zone Awareness Month in Nappanee, Indiana. I urge all citizens, businesses, organizations, and government agencies to join together in promoting work zone safety, raising awareness about the dangers present in work zones, and encouraging safe driving practices to protect the lives of workers and motorists.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the Office of the Mayor of the City of Nappanee to be affixed this 1st day of April Two Thousand and Twenty-four.



April 1, 2024

*Date*

  
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Mayor, City of Nappanee