



AGENDA

June 03, 2024

**Meetings of Standing Committees
Council Conference Room
5:45PM**

**REGULAR MEETING OF THE MISHAWAKA COMMON COUNCIL
COUNCIL CHAMBERS/CITY HALL
6:00PM**

**WebEx Telephone Number:1-408-418-9388
Meeting Number (access code): 2334 855 2136
Meeting password: B3rzwPGRT25**

Livestream #1:
<https://mishawaka.in.gov/government/elected-appointed-officials/common-council/>

Livestream #2
<https://www.facebook.com/cityofmishawaka/>

Livestream #3:
www.youtube.com/@cityofmishawaka635

Livestream #4:
@MichianaAccessTV on Facebook

To connect on-line join using Microsoft Lync or Microsoft Skype for Business

Dial:[23348552136@mishawaka.webex.com](tel:23348552136@mishawaka.webex.com)

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of the Minutes of the Regular Meeting of May 20, 2024

5. Petitions, Communications, Remonstrance and Memorial

Petition No.2024-07 PUD Amendment to allow a Third Drive-Thru
Restaurant and reduction of Parking Spaces -
Vacant Lot S, of 3625 Bremen Hwy

Petition No. 2024-08 Annexing and Establishing Zoning as R-1
Single Family - East side of Fir Rd across
from Preserve Apartments, extending to
Clover Rd.

**Presentment of the Annual Operational Report for Local Road, Streets
and Bridges**

6. Report of Special Committee

7. Ordinances on First Reading

P.O. 2024-14 Transfer:

MVHR to Local Bridge & Road Matching Grant
Fund - \$979,500.00

AND

Addition Appropriation:

Local Road & Bridge Matching Grant Fund
\$1,959,000.00

P.O. NO. 2024-15 Authorizing Investment of Public Funds

P.O. No. 2024-16 Additional Appropriation of Fund:

APR Coronavirus Local Fiscal Recovery Grant

2403-50-439-05

Grant and Subsidies

\$2,000,000.00

8. Resolutions

9. Ordinances on Second Reading

10. Privilege of the Floor - Non-Agenda Items

11. Unfinished Business

12. New Business

13. Adjournment -

This meeting will be aired via live stream:

An archived version of the livestream video can be viewed on the city of Mishawaka's Facebook and YouTube pages, <https://www.facebook.com/cityofmishawaka/> and www.youtube.com/@cityofmishawaka635 and on the Michiana Access TV Facebook page, <https://www.facebook.com/MichianaAccessTV>

If technology is needed to present, please advise the Clerk's Office by 4:00pm the Friday before the meeting by emailing: dblock@mishawaka.in.gov or calling 574-258-1616.

Download Council Packet Link:

<https://mishawaka.in.gov/government/elected-appointed-./officials/common-council/council-agendas-minutes/>

At this time, I know of no other business to come before the Council.

Deborah S. Block, IAMCA, CMO, MMC, City Clerk

The City of Mishawaka acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, and amanuenses) for participation in or access to City sponsored public programs, services and/or meetings, the City requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and/or meeting. To make arrangements contact Susan Kile, ADA Coordinator, at (574) 258-1615.

Scan the QR Code to access all Common Council Meeting Agenda's, Packets, and Meeting Minutes.



REGULAR MEETING OF THE MISHAWAKA COMMON COUNCIL

May 20, 2024

Be it remembered that the Common Council of the City of Mishawaka, Indiana met in the Council Chambers of the New Mishawaka City Hall and via telephone on Monday, May 20, 2024, at 6:00PM. The meeting was called to order by Council President Gregg Hixenbaugh. All were asked to stand for the Pledge of Allegiance.

Members attending virtually do so by WebEx. Public that attends can participate by WebEx or observe meetings by YouTube or Facebook live. The Council meetings are also streamed live on Michiana Access on Comcast/AT&T U-verse Channel 99.

Clerk Block called the roll.

Present: Mrs. Hazen (P), Mrs. Voelker (P), Mr. Carroll (P), Mr. Banicki (P), Mr. Emmons (P), Ms. Hahn (P), Mr. Mammolenti (P), Mr. Violi (P), Mr. Hixenbaugh (P)
P: Present E: Electronically Participating A: Absent

Also Present: Mike Trippel, Council Attorney

Minutes for the Regular Meeting on May 6, 2024 were approved as received from the Clerk's Office.

Clerk Block read the following proposed ordinance by title and opened the public hearing.

PROPOSED ORDINANCE NO. 2024-08

AN ORDINANCE AMENDING CHAPTER 137 OF THE MUNICIPAL CODE OF THE CITY OF MISHAWAKA, INDIANA, AS FROM TIME TO TIME AMENDED, COMMONLY KNOWN AS "THE ZONING ORDINANCE" OF 1966 OF THE CITY OF MISHAWAKA, INDIANA

**Rezone from C-1 General Commercial to C-10 Filling Station Commercial for proposed Casey's Convenience Store & Gas Station – SE corner of Douglas & Fir Rd.
(Petitioner requesting postponement to June 17th)**

Mr. Mammolenti made a motion that they honor the petitioner's request to postpone to their regularly scheduled meeting on June 17th. Mr. Banicki seconded the motion, and a voice vote was held. The motion passed unanimously, and the matter was postponed.

NEW BUSINESS

Change of Meeting dates for the month of October

Mr. Hixenbaugh stated in light of some scheduling conflicts on the part of certain council members, the chair entertained a motion to change both meeting dates in October of that year. Mr. Hixenbaugh stated the first date would be changed from Monday, October 7th to Monday, October 14th and then the second meeting in October would be changed from Monday, October 21st to Monday, October 28th. Mr. Violi moved the motion; Mr. Banicki seconded the motion, and a voice vote was held. The motion passed unanimously, and the meeting days would be changed accordingly.

Mrs. Hazen stated they were well underway in getting the garden going at the Mishawaka Food Pantry, however there were about five or six beds that needed to be weeded, so if anyone wanted to come over and weed a bed or two over the next few days, they were more than welcome to do so at their convenience. Mrs. Hazen stated it was an open invitation to all of them.

ADJOURNMENT 6:10PM

Deborah S. Block /s/
Deborah S. Block, IAMC, MMC, City Clerk

Gregg A. Hixenbaugh /s/
Gregg A. Hixenbaugh, President

These minutes are a summary of actions taken at the Mishawaka Common Council meeting. The full video archive of the meeting is available for viewing at www.youtube.com/@cityofmishawaka635 for as long as this media is supported.

MAY 23 2024

City Clerk
Mishawaka, IN
 PET 24-07
 Received

MAY 10 2024

Planning and
Community Development

Date: May 6, 2024

 To: Honorable Members of the Common Council
 City of Mishawaka, Indiana, and Mishawaka
 City Plan Commission City of Mishawaka, Indiana

RE: PETITION FOR PUD AMENDMENT

The undersigned, WEN 14175 Bremen LLC, respectfully show they are the owners of the following described real estate located in the City of Mishawaka, County of St. Joseph, State of Indiana, to-wit:

PARCEL II:

A TRACT OF LAND CONTAINING 1.5 ACRES, IN THE SOUTHEAST PART OF THE NORTH HALF OF THE SOUTHEAST QUARTER OF SECTION 28, TOWNSHIP 37 NORTH, RANGE 3 EAST, WHICH TRACT IS BOUNDED BY A LINE RUNNING AS FOLLOWS, VIZ: BEGINNING ON THE EAST LINE OF SAID SECTION 28 AT A POINT 14 RODS NORTH OF THE SOUTHEAST CORNER OF THE NORTH HALF OF THE SOUTHEAST QUARTER THEREOF, THENCE RUNNING NORTH ALONG THE EAST LINE OF SAID SECTION A DISTANCE OF 6 RODS; THENCE WEST 40 RODS; THENCE SOUTH 6 RODS; THENCE EAST 40 RODS TO THE PLACE OF BEGINNING.

EXCEPTING THEREFROM THE FOLLOWING:

A PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 28, TOWNSHIP 37 NORTH, RANGE 3 EAST, ST. JOSEPH COUNTY, INDIANA, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID QUARTER-QUARTER SECTION; THENCE NORTH 00 DEGREES 22 MINUTES 01 SECONDS WEST 231.00 FEET ALONG THE EAST LINE OF SAID SECTION TO THE SOUTHEAST CORNER OF THE OWNER'S LAND; THENCE SOUTH 89 DEGREES 32 MINUTES 18 SECONDS WEST 40.05 FEET ALONG THE SOUTH LINE OF THE OWNER'S LAND TO THE POINT OF BEGINNING OF THIS DESCRIPTION, WHICH POINT IS ON THE WEST BOUNDARY OF S.R. 331 (ALSO KNOWN AS BREMEN HIGHWAY); THENCE SOUTH 89 DEGREES 32 MINUTES 18 SECONDS WEST 20.00 FEET ALONG SAID SOUTH LINE; THENCE NORTH 00 DEGREES 19 MINUTES 00 SECONDS WEST 99.00 FEET TO THE NORTH LINE OF THE OWNER'S LAND; THENCE NORTH 89 DEGREES 32 MINUTES 18 SECONDS EAST 20.00 FEET ALONG SAID NORTH LINE TO THE WEST BOUNDARY OF SAID S.R. 331; THENCE SOUTH 00 DEGREES 19 MINUTES 00 SECONDS EAST 99.00 FEET ALONG SAID WEST BOUNDARY TO THE POINT OF BEGINNING.

Common address: 3707 Bremen Highway

Petitioner owns one hundred (100%) of the above-described parcel of land which carries a zoning classification of S-2 Planned Unit Development specifically for existing vacant land.

Petitioner desires said real estate to be amended to allow for a third restaurant with drive-thru facilities within the original PUD boundary, located on the above-described parcel, as well as a reduction in the required parking spaces to allow for a total of 24 parking spaces.

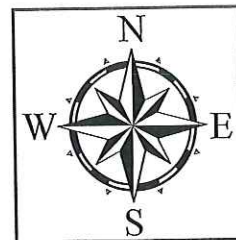
Wherefore, the petitioner respectfully request that the Common Council of the City of Mishawaka refer this matter to the Mishawaka City Plan Commission and that after hearing, an appropriate ordinance be enacted amending the PUD of the above-described parcel of land located in the City of Mishawaka.

Signature of Property Owner/Title Holder
 (Print Name Here)
 Richard Kunnholz, Co-President

Contact Person: Robin Ersfeldt, Watermark Engineering Resources, Ltd.
 2631 Ginger Woods Parkway
 Suite 100, Aurora, IL 60502
ersfeldt@watermark-engineering.com
 708-203-8025

LEGAL DESCRIPTION:

LOT 2 OF THE WEN 14175 BREMEN, LLC MINOR SUBDIVISION AS RECORDED UNDER
INSTRUMENT NUMBER 2024-00737 IN THE OFFICE OF THE RECORDER OF ST. JOSEPH COUNTY,
INDIANA.



C-7

C-4

C-1

ELMWOOD AVE

S-2

S-2

MEIJER DR

S-2

PET 24-07

S-2

S-2

S-2

S-2

S-2

S-2

S-2

S-2

C-1

BREMEN HWY

Location Map

PETITION 24-07

WEN 14175 BREMEN LLC
(OWNER)

VACANT LOT SOUTH OF
3625 BREMEN HIGHWAY

PUD AMENDMENT TO ALLOW
A THIRD DRIVE-THRU RESTAURANT
AND REDUCTION OF PARKING SPACES

ST JOSEPH VALLEY PKWY

Deborah S. Block, IAC, MMC

MAY 23 2024

City Clerk
Mishawaka, IN

May 9, 2024

TO THE:
Honorable Members of the Common Council
City of Mishawaka, Indiana
and
Mishawaka City Plan Commission
City of Mishawaka, Indiana

Per 24-03
Received
MAY 17 2024
Planning and
Community Development

RE: Petition for Annexation and Zoning Classification

The undersigned Robert P. Loudin, Trustee of the Robert P. Loudin Revocable Trust respectfully show they are the owners of the following described real estate located in the County of St. Joseph, State of Indiana, to-wit:

PARCEL I: A PART OF THE SOUTHWEST QUARTER OF SECTION TWO (2), TOWNSHIP THIRTY-SEVEN (37) NORTH, RANGE THREE (3) EAST, ST. JOSEPH COUNTY, INDIANA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS, VIZ: BEGINNING AT A POINT ON THE WEST LINE OF THE SAID SOUTHWEST QUARTER OF SECTION 2, 544.58 FEET SOUTH OF THE NORTHWEST CORNER OF THE SAID SOUTHWEST QUARTER, THENCE EAST PARALLEL WITH THE NORTH LINE OF THE SAID SOUTHWEST QUARTER, 869.70 FEET; THENCE SOUTH PARALLEL WITH THE SAID WEST LINE OF THE SOUTHWEST QUARTER, 886.02 FEET; THENCE WEST PARALLEL WITH THE SAID NORTH LINE OF THE SOUTHWEST QUARTER, 869.70 FEET TO THE SAID WEST LINE OF THE SOUTHWEST QUARTER; THENCE NORTH ALONG SAID WEST LINE, 886.02 FEET TO THE PLACE OF BEGINNING. SUBJECT TO LEGAL HIGHWAYS.

PARCEL II: BEGINNING AT A POINT WHICH IS 1231.2 FEET EAST OF AND 1442 FEET NORTH OF THE SOUTHWEST CORNER OF SECTION NUMBERED TWO (2), TOWNSHIP NUMBERED THIRTY-SEVEN (37) NORTH, RANGE NUMBERED THREE (3) EAST; THENCE NORTH 240 FEET; THENCE WEST 373.27 FEET; THENCE SOUTH 240 FEET; THENCE EAST 371.59 FEET TO THE PLACE OF BEGINNING, BEING LOT NUMBERED THIRTY (30) IN THE PLAT OF WILLIAMS SULT'S BABY FARMS INCLUDING THE ADJACENT CLOVER ROAD RIGHT-OF-WAY.

Petitioners own One Hundred (100%) percent of the above-described parcel of land which is located in St. Joseph County and that Petitioners desire the same to be annexed to the City of Mishawaka, Indiana, with a (R-1) Residential District. Petitioners further state they intend to utilize said land for the development of a residential subdivision.

Accompanying this petition is a drawing, to scale, showing the above-described parcel of real estate, showing the size of the proposed building and also the location of the proposed building structure(s).

Petitioners further show this proposed annexation to be in the best interest of the City of Mishawaka, Indiana, and of the territory sought to be annexed which is urban in character and is an economic and social part of the City of Mishawaka.

Wherefore, Petitioners pray and respectfully request that the Common Council of the City of Mishawaka refer this matter to the Mishawaka City Plan Commission and that after hearing, an

appropriate ordinance be enacted annexing the above described parcel of real estate to the City of Mishawaka with a (R-1) Residential District.



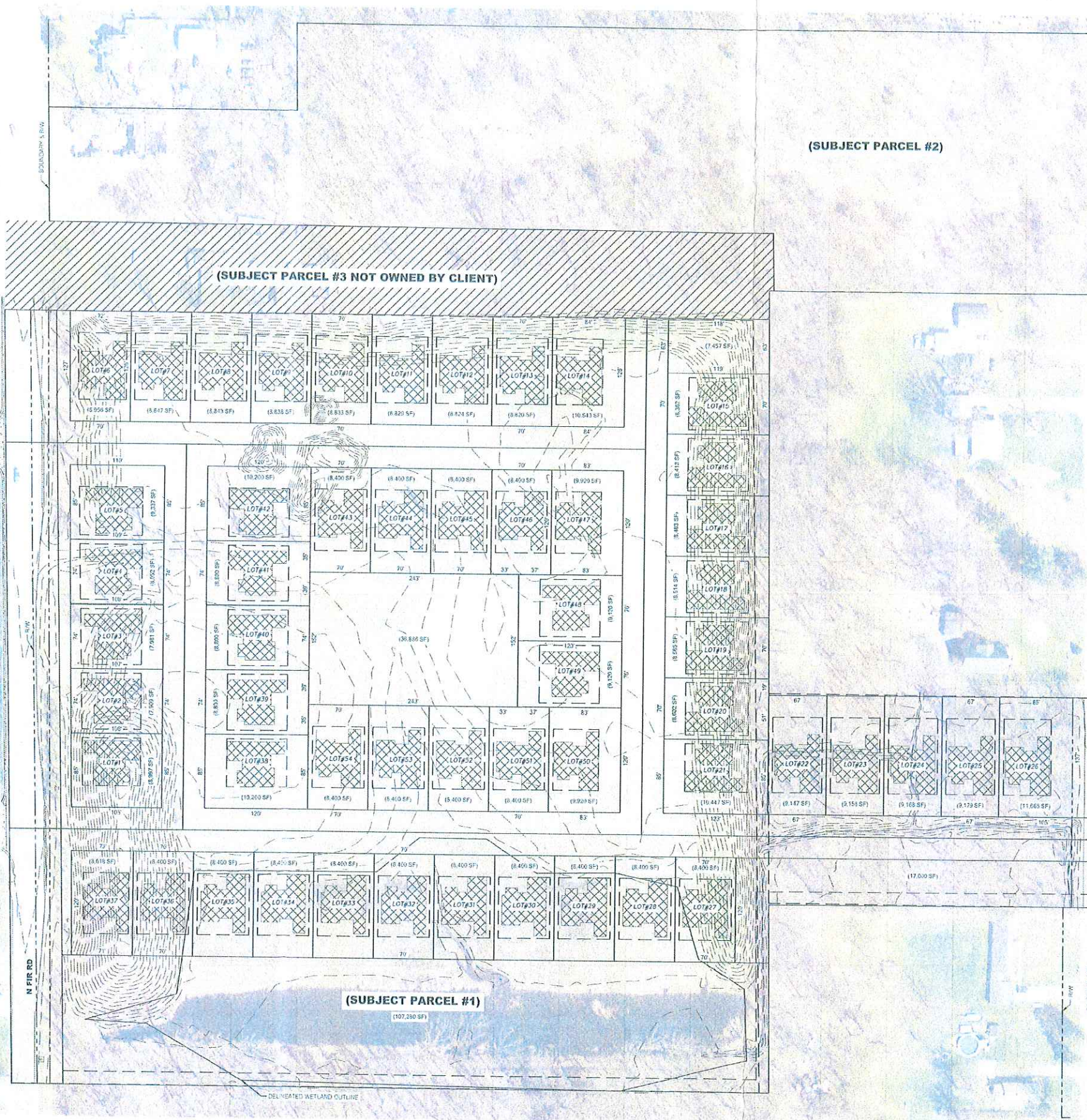
Robert P. Loudin, Trustee of the Robert P. Loudin Revocable Trust

Robert P. Loudin

Print Name

Contact Person:

Matthew G. Bertsch, P.S.
Bertsch-Frank & Assoc. LLC
811 Lawrence Drive
Ft. Wayne, IN 46808
(260) 459-9393
mbertsch@bertschfrank.com



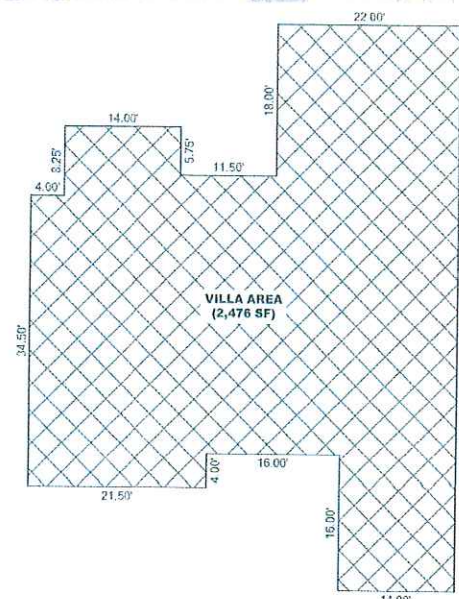
(SUBJECT PARCEL #2)

PK 24-03

Received

MAY 17 2024

Planning and
Community Development



TYPICAL VILLA DETAIL
SCALE: 1" = 10'

**ZONING SETBACKS
(R-1, RESIDENTIAL DISTRICT)**

- FRONT SETBACK** = NON-THROUGH LOT: 25 FT. MINIMUM
THROUGH LOT: 25 FT. MINIMUM AT EACH END OF THE LOT
- SIDE SETBACK** = 5 FT. MINIMUM
- REAR SETBACK** = NON-THROUGH LOT: 25 FT. MINIMUM
THROUGH LOT: 25 FT. MINIMUM AT EACH END OF THE LOT
- HEIGHT** = 35 FT. MAXIMUM
- LOT AREA** = 6,800 SF MINIMUM
- FRONTAGE** = 60 FT. MINIMUM

SUMMARY

TOTAL LOTS = 54 LOTS
 TOTAL STREET LENGTH = 4,539+ FT
 DENSITY (LOTS / AC.) = 2.83±

MAY 17 2024
 Planning and
Community Development



Schematic Design #1

SCALE: 1" = 60'

THE AERIAL SHOWN ABOVE IS DATED 2016

BFA BERTSCH-FRANK & ASSOCIATES
 LAND SURVEYING & CONSULTING
 LAND PLANNING
 LAND SURVEYING
 811 LAWRENCE DRIVE
 FORT WAYNE, IN 46804
 TELEPHONE: (260) 458-9993
 FACSIMILE: (260) 458-9393

R & R Excavating, Inc

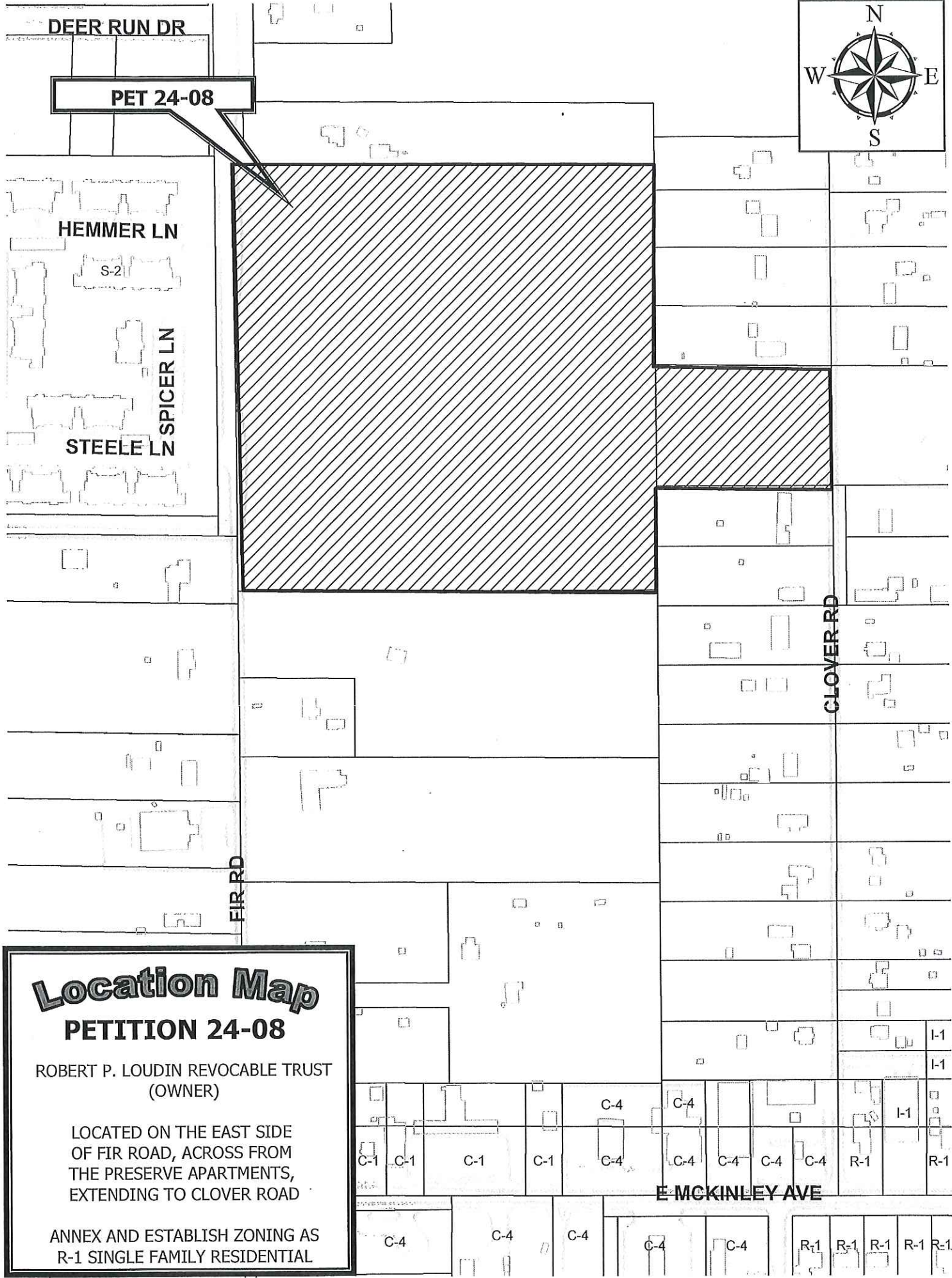
Preliminary SD Layout #1
 Fir Road Subdivision
 St. Joseph County
 Mishawaka, Indiana 46545

REVISIONS

MARK	DATE	DESCRIPTION

CAD FILE: 24027 SD.dwg
 DRAWN BY: DSC, MGB
 CHECKED BY: MGB
 DATE: 05/09/2024
 PLOT NO: 24027 100

SD#1





CITY OF MISHAWAKA

DAVID A. WOOD, MAYOR

DEPARTMENT OF FINANCE
Rebecca S. Maguire, Controller
Kayla Yoder, Deputy Controller

Date: June 3, 2024
To: Honorable Members of the Common Council
From: Rebecca Maguire
Re: **Presentment of the Annual Operational Report for Local Roads and Streets and Bridges**

Indiana Code 8-17-4.1-7 requires this report to be filed with the governing body annually. This report has been prepared by the Street Department with input and review from Engineering and Finance.

Please contact me with any questions.

c: David A. Wood
Chris Jamrose
Tim Ryan

St Joseph COUNTY, INDIANA

City OF **Mishawaka**
(For City or Town Reports) (Name of Unit)
(City and Town Form 225 Only)

ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES
(IC 8-17-4.1)

FOR THE YEAR ENDED
DECEMBER 31, 2023_____

**ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES**

Part of State Form 54400 (X-2018)
Section 1 Financial Statement

Section 1 - Financial Statement	Motor Vehicle Highway	Motor Vehicle Highway Restricted	Local Road & Street	Cumulative Bridge
Cash - January 1	\$2,200,612.64	\$389,927.60	\$810,508.95	
Receipts				
Operating Receipts				
Taxes	\$1,458,393.02	\$0.00	\$0.00	\$0.00
Intergovernmental	\$1,133,489.88	\$1,099,561.11	\$952,542.05	\$0.00
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Operating Receipts	\$11,973.34	\$0.00	\$0.00	\$0.00
Total Operating Receipts	\$2,603,856.24	\$1,099,561.11	\$952,542.05	\$0.00
Other Financing Sources				
Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
Note/Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
Interfund Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
Investments Matured or Sold	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In	\$0.00	\$400,000.00	\$0.00	\$0.00
Other	\$18,493.09	\$0.00	\$0.00	\$0.00
Total Receipts	\$2,622,349.33	\$1,499,561.11	\$952,542.05	\$0.00
Disbursements				
Operating Disbursements				
General Administration & Unallocated	\$2,645,726.97	\$0.00	\$0.00	\$0.00
Construction, Reconstruction & Preservation	\$400,000.00	\$1,494,648.69	\$325,090.24	\$0.00
Maintenance & Repair	\$0.00	\$0.00	\$370,255.69	\$0.00
Total Operating Disbursements	\$3,045,726.97	\$1,494,648.69	\$695,345.93	\$0.00
Other Financing Sources				
Debt Service - Principal	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service - Interest	\$0.00	\$0.00	\$0.00	\$0.00
Interfund Loan Payments	\$0.00	\$0.00	\$0.00	\$0.00
Interfund Loans Made	\$0.00	\$0.00	\$0.00	\$0.00
Investments Purchased	\$0.00	\$0.00	\$0.00	\$0.00
Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Total Disbursements	\$3,045,726.97	\$1,494,648.69	\$695,345.93	\$0.00
Excess				
Over (Under) Total Disbursements	-\$423,377.64	\$4,912.42	\$257,196.12	\$0.00
Cash - December 31	\$1,777,235.00	\$394,840.02	\$1,067,705.07	\$0.00
Investments - December 31				
Cash and Investments - December 31	\$1,777,235.00	\$394,840.02	\$1,067,705.07	\$0.00

**ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES**

Part of State Form 54400 (X-2018)

Section 1 Financial Statement

Total Common Funds	Other Funds	Total All Funds
\$3,401,049.19		
\$1,458,393.02	\$1,125,790.83	\$2,584,183.85
\$3,185,593.04	\$0.00	\$3,185,593.04
\$0.00	\$0.00	\$0.00
\$11,973.34	\$0.00	\$11,973.34
<u>\$4,655,959.40</u>	<u>\$1,125,790.83</u>	<u>\$5,781,750.23</u>
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$400,000.00	\$0.00	\$400,000.00
\$18,493.09	\$0.00	\$18,493.09
<u>\$5,074,452.49</u>	<u>\$1,125,790.83</u>	<u>\$6,200,243.32</u>
\$2,645,726.97	\$514,648.63	\$3,160,375.60
\$2,219,738.93	\$135,103.24	\$2,354,842.17
\$370,255.69	\$476,038.96	\$846,294.65
<u>\$5,235,721.59</u>	<u>\$1,125,790.83</u>	<u>\$6,361,512.42</u>
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
<u>\$5,235,721.59</u>	<u>\$1,125,790.83</u>	<u>\$6,361,512.42</u>
-\$161,269.10		
\$3,239,780.09		
<u>\$3,239,780.09</u>		

**ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES**

Part of State Form 54400 (X-2018)

Section 2 Receipts

Section 2 - Detail of Receipts

Receipts

Taxes

General Property Taxes
LIT - Certified Shares
LIT - Economic Development Income Tax
Wheel and Sur Tax
Other Taxes
Total Taxes

Intergovernmental

Motor Vehicle Highway Distribution
Local Road and Street Distribution
Financial Institution Tax Distribution
Vehicle/Aircraft Excise Tax Distribution
State Grants
Federal Grants
Other Intergovernmental

Total Intergovernmental

Charges for Services

Federal State and Local Reimbursement for Services
Other Charges for Services
Total Charges for Services

Other Operating Receipts

Interest
Refunds/Reimbursements
Contributions/Donations
Transfers from Toll Facilities
Miscellaneous
Total Other Operating Receipts

Other Financing Sources

Bond Proceeds
Note/Loan Proceeds
Interfund Loan Proceeds
Investments Matured or Sold
Transfer In
Other
Total Other Financing Sources

Total Receipts

	Motor Vehicle Highway	Motor Vehicle Highway Restricted	Local Road & Street	Cumulative Bridge	Other Funds	Total All Funds	CREDIT	(Insert Other Fund)	(Insert Other Fund)	(Insert Other Fund)
General Property Taxes	\$495,613.87				\$0.00	\$495,613.87				
LIT - Certified Shares					\$0.00	\$0.00				
LIT - Economic Development Income Tax					\$1,125,790.83	\$1,125,790.83	\$1,125,790.83			
Wheel and Sur Tax	\$662,779.15				\$0.00	\$662,779.15				
Other Taxes					\$0.00	\$0.00				
Total Taxes	\$1,458,393.02	\$0.00	\$0.00	\$0.00	\$1,125,790.83	\$2,584,183.85	\$1,125,790.83	\$0.00	\$0.00	\$0.00
Intergovernmental										
Motor Vehicle Highway Distribution	\$1,099,561.06	\$1,099,561.11			\$0.00	\$2,199,122.17				
Local Road and Street Distribution			\$938,816.26		\$0.00	\$938,816.26				
Financial Institution Tax Distribution					\$0.00	\$0.00				
Vehicle/Aircraft Excise Tax Distribution	\$33,928.82		\$13,725.79		\$0.00	\$33,928.82				
State Grants					\$0.00	\$13,725.79				
Federal Grants					\$0.00	\$0.00				
Other Intergovernmental					\$0.00	\$0.00				
Total Intergovernmental	\$1,133,489.88	\$1,099,561.11	\$952,542.05	\$0.00	\$0.00	\$3,185,593.04	\$0.00	\$0.00	\$0.00	\$0.00
Charges for Services										
Federal State and Local Reimbursement for Services					\$0.00	\$0.00				
Other Charges for Services					\$0.00	\$0.00				
Total Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Operating Receipts										
Interest					\$0.00	\$0.00				
Refunds/Reimbursements	\$8,235.49				\$0.00	\$8,235.49				
Contributions/Donations					\$0.00	\$0.00				
Transfers from Toll Facilities					\$0.00	\$0.00				
Miscellaneous	\$3,737.85				\$0.00	\$3,737.85				
Total Other Operating Receipts	\$11,973.34	\$0.00	\$0.00	\$0.00	\$0.00	\$11,973.34	\$0.00	\$0.00	\$0.00	\$0.00
Other Financing Sources										
Bond Proceeds					\$0.00	\$0.00				
Note/Loan Proceeds					\$0.00	\$0.00				
Interfund Loan Proceeds					\$0.00	\$0.00				
Investments Matured or Sold					\$0.00	\$0.00				
Transfer In		\$400,000.00			\$0.00	\$400,000.00				
Other	\$18,493.09				\$0.00	\$18,493.09				
Total Other Financing Sources	\$18,493.09	\$400,000.00	\$0.00	\$0.00	\$0.00	\$418,493.09	\$0.00	\$0.00	\$0.00	\$0.00
Total Receipts	\$2,622,349.33	\$1,499,561.11	\$952,542.05	\$0.00	\$1,125,790.83	\$6,200,243.32	\$1,125,790.83	\$0.00	\$0.00	\$0.00

Part of State Form 54400 (X-2018)

**ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES**

Page 11 of 16

Part of State Form 54400 (X-2018)
Section 3 Disbursements

**Section 3 - Detail of
Disbursements**

Disbursements

General Administration & Unallocated

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total General Administration & Unallocated

Construction, Reconstruction & Preservation

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total Construction, Reconstruction & Preservation

Maintenance and Repair

Winter Operations

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total Winter Operations

Other Maintenance and Repair

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total Other Maintenance and Repair

Total Maintenance and Repair

Other Financing Uses

Debt Service - Principal

Debt Service - Interest

Interfund Loan Payments

Interfund Loans Made

Investments Purchased

Transfer Out

Other

Total Other Financing Uses

Total Disbursements

Motor Vehicle Highway	Motor Vehicle Highway Restricted	Local Road & Street	Cumulative Bridge
\$2,576,756.52			
\$46,589.30			
\$22,381.15			
\$2,645,726.97	\$0.00	\$0.00	\$0.00
\$400,000.00	\$1,494,648.69	\$325,090.24	
\$400,000.00	\$1,494,648.69	\$325,090.24	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
		\$370,255.69	
\$0.00	\$0.00	\$370,255.69	\$0.00
\$0.00	\$0.00	\$370,255.69	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
\$3,045,726.97	\$1,494,648.69	\$695,345.93	\$0.00

Section 3 Disbursements

**ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES**

Part of State Form 54400 (X-2018)

Section 3 Disbursements

Section 3 - Detail of Disbursements	Total Other Funds	Total All Funds	CREDIT	(Insert Other Fund)
Disbursements				
General Administration & Unallocated				
Personal Services	\$108,833.32	\$2,685,589.84	\$108,833.32	
Supplies	\$212,523.05	\$259,112.35	\$212,523.05	
Other Services and Charges	\$193,292.26	\$215,673.41	\$193,292.26	
Capital Outlay	\$0.00	\$0.00		
Total General Administration & Unallocated	\$514,648.63	\$3,160,375.60	\$514,648.63	\$0.00
Construction, Reconstruction & Preservation				
Personal Services	\$0.00	\$0.00		
Supplies	\$135,103.24	\$135,103.24	\$135,103.24	
Other Services and Charges	\$0.00	\$0.00		
Capital Outlay	\$0.00	\$2,219,738.93		
Total Construction, Reconstruction & Preservation	\$135,103.24	\$2,354,842.17	\$135,103.24	\$0.00
Maintenance and Repair				
Winter Operations				
Personal Services	\$0.00	\$0.00		
Supplies	\$175,068.59	\$175,068.59	\$175,068.59	
Other Services and Charges	\$0.00	\$0.00		
Capital Outlay	\$0.00	\$0.00		
Total Winter Operations	\$175,068.59	\$175,068.59	\$175,068.59	\$0.00
Other Maintenance and Repair				
Personal Services	\$0.00	\$0.00		
Supplies	\$147,728.58	\$147,728.58	\$147,728.58	
Other Services and Charges	\$153,241.79	\$153,241.79	\$153,241.79	
Capital Outlay	\$0.00	\$370,255.69		
Total Other Maintenance and Repair	\$300,970.37	\$671,226.06	\$300,970.37	\$0.00
Total Maintenance and Repair	\$476,038.96	\$846,294.65		
Other Financing Uses				
Debt Service - Principal	\$0.00	\$0.00		
Debt Service - Interest	\$0.00	\$0.00		
Interfund Loan Payments	\$0.00	\$0.00		
Interfund Loans Made	\$0.00	\$0.00		
Investments Purchased	\$0.00	\$0.00		
Transfer Out	\$0.00	\$0.00		
Other	\$0.00	\$0.00		
Total Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00
Total Disbursements	\$1,125,790.83	\$6,361,512.42	\$1,125,790.83	\$0.00

**ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES**

Part of State Form 54400 (X-2018)

Section 3 Disbursements

**Section 3 - Detail of
Disbursements**

Disbursements

General Administration & Unallocated

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total General Administration & Unallocated

Construction, Reconstruction & Preservation

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total Construction, Reconstruction & Preservation

Maintenance and Repair

Winter Operations

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total Winter Operations

Other Maintenance and Repair

Personal Services

Supplies

Other Services and Charges

Capital Outlay

Total Other Maintenance and Repair

Total Maintenance and Repair

Other Financing Uses

Debt Service - Principal

Debt Service - Interest

Interfund Loan Payments

Interfund Loans Made

Investments Purchased

Transfer Out

Other

Total Other Financing Uses

Total Disbursements

(Insert Other Fund)	(Insert Other Fund)	(Insert Other Fund)	(Insert Other Fund)	(Insert Other Fund)
---------------------------	---------------------------	---------------------------	---------------------------	---------------------------

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES
Part of State Form 54400 (X-2018)
Section 5 Mileage Changes

Section 5 - Mileage

	Actual Mileage (Dec 31)	Change from prior year	Reason(s)
Concrete	14.77		
Asphalt	177.35	1.62	New Roads
Chip Seal	0.00		
Composite	0.77		
Brick	0.10		
Gravel	0.30		
Unimproved	0.07		
Total Miles	193.36	2	

**ANNUAL OPERATIONAL REPORT
FOR LOCAL ROADS AND STREETS AND BRIDGES
SECTION 6 - CERTIFICATION**
Part of State Form 54400 (8-10)

FOR COUNTIES

Submitted by:

DATE: 30-May 2024 Christine Jamrose
Engineer/Director (if applicable)

DATE: 30-May 2024 Tim Ryan
County Highway Supervisor

Approved:

DATE: 30-May 2024 David A Wood
Board of County Commissioners

FOR CITIES AND TOWNS

Submitted by:

DATE: 30-May 2024 Christine Jamrose
City Engineer (if applicable)

DATE: 30-May 2024 Tim Ryan
Street Commissioner or Supervisor

Approved:

DATE: 30-May 2024 David A Wood
Mayor or President of Town Council

MAY 29 2024

City Clerk
Mishawaka, IN

PROPOSED ORDINANCE NO. 2024 -14

ORDINANCE NO. _____

AN ORDINANCE TRANSFERRING FUNDS FROM THE
MOTOR VEHICLE HIGHWAY RESTRICTED FUND OF THE
CITY OF MISHAWAKA TO THE LOCAL ROAD & BRIDGE
MATCHING GRANT FUND OF THE CITY OF MISHAWAKA
FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2024
AND AN ORDINANCE APPROPRIATING ADDITIONAL
FUNDS FOR THE YEAR ENDING DECEMBER 31, 2024

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE
CITY OF MISHAWAKA, INDIANA, THAT:

Section 1. There is hereby transferred from the Motor Vehicle Highway Restricted
(MVHR) Fund of the City of Mishawaka to the Local Road & Bridge Matching Grant Fund of
the City of Mishawaka the sum of \$979,500.00 as required for the Community Crossing
Grant.

Motor Vehicle Highway Restricted Fund (MVHR)

From:

Capital Outlays

2203-50-442-01

Street Repair

\$979,500.00

Local Bridge and Road Matching Grant Fund

To:

Other Services and Charges

2404-50-436-03

Street Repair

\$979,500.00

Section 2. Which requires the appropriation of additional funds for the fiscal year
ending December 31, 2024, in addition to that set out in detail in the published budget.

Section 3. There is hereby appropriated from the Local Bridge and Road
Matching Grant Fund of the City of Mishawaka the sum of \$1,959,000.00 for assignment as
follows:

Local Road & Bridge Matching Grant Fund

Other Services and Charges

2404-50-436-03

Street Repair

\$1,959,000.00

Section 4. This Ordinance shall be in full force and effect from and after its passage, signing and attestation.

PASSED BY THE COMMON COUNCIL of the City of Mishawaka, Indiana

on this _____ day of _____, 2024 at _____

o'clock, _____. M.

Gregg Hixenbaugh, President

ATTEST:

Deborah S. Block, IAMC, MMC, City Clerk

PRESENTED BY ME to the Mayor of the City of Mishawaka, Indiana

on this _____ day of _____, 2024 at _____

o'clock, _____. M.

Deborah S. Block, IAMC, MMC, City Clerk

APPROVED BY ME this _____ day of _____, 2024 at

o'clock, _____. M.

David A. Wood, Mayor



CITY OF MISHAWAKA

DAVID A. WOOD, MAYOR

DEPARTMENT OF FINANCE
Rebecca S. Maguire, Controller
Kayla Yoder, Deputy Controller

Deborah S. Block, IAMC, MMC

MAY 29 2024

City Clerk
Mishawaka, IN

Date: June 3, 2024
To: Honorable Members of the Common Council
From: Rebecca Maguire

Re: Transfer from MVH Restricted and Additional Appropriation Local Road
& Bridge Matching Fund

I am requesting on first reading, approval for the transfer of \$979,500.00 from the Motor Vehicle Highway Restricted Fund to the Local Road & Bridge Matching Grant Fund as this is our necessary match for the Community Crossings Grant. These funds are budgeted funds for the purpose of the match and are funded from MVH funds received from the State.

This transfer along with the \$979,500.00 grant already received from the State must be appropriated. Therefore, I am also requesting approval of the additional appropriation for a total of \$1,959,000.00.

This ordinance allows for both the transfer and appropriation and is required every year to show proper accounting of the grant and match.

Thank you for your consideration. Please contact me with any questions.

c: David A. Wood, Mayor
Christine Jamrose, City Engineer/Director

MAY 29 2024

City Clerk
Mishawaka, IN

PROPOSED ORDINANCE NO. 2024-15

ORDINANCE NO. _____

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF MISHAWAKA
AUTHORIZING THE INVESTMENT OF PUBLIC FUNDS
PURSUANT TO IC 5-13-9-5**

Whereas, the City of Mishawaka (the "City") desires pursuant to IC 5-13-9-5 to allow banks outside the political subdivision to submit quotes on public funds certificates of deposit for the purpose of investing its operating and utility funds;

Section 1. Now, therefore, pursuant to IC 5-13-9-5, the Common Council of the City of Mishawaka hereby authorizes the investing officer of the City to invest in certificates of deposit of depositories that have been designated by the state board of finance as a depository for state deposits under IC 5-13-9.5. This authorization expires one (1) year after the adoption date.

Section 2. This ordinance shall be in full force and effect from and after its passage, signing and attestation.

PASSED BY THE COMMON COUNCIL of the City of Mishawaka, Indiana

On this _____ day of _____, 2024 at _____ o'clock, _____. M.

Gregg Hixenbaugh, Presiding Officer

ATTEST:

Deborah S. Block, IAMCA, MMC, City Clerk

PRESENTED BY ME to the Mayor of the City of Mishawaka, Indiana

on this _____ day of _____, 2024 at _____ o'clock, _____. M.

Deborah S. Block, IAMCA, MMC, City Clerk

APPROVED BY ME this _____ day of _____, 2024 at

_____ o'clock, _____. M.

David A. Wood, Mayor



CITY OF MISHAWAKA

DAVID A. WOOD, MAYOR

DEPARTMENT OF FINANCE
Rebecca S. Maguire, Controller
Kayla Yoder, Deputy Controller

Deborah S. Block, IAC, MMC

MAY 29 2024

City Clerk
Mishawaka, IN

Date: June 3, 2024
To: Honorable Members of the Common Council
From: Rebecca Maguire
Re: Investment of Public Funds

For the June 3rd meeting I am requesting first reading of the annual investment ordinance that is required by statute.

This ordinance is renewed annually and authorizes the City of Mishawaka to invest outside of its political subdivision.

We use Baker Tilly to manage our investment process and it's been very successful. With numerous outstanding bonds, having them manage bidding, timelines, and documentation is invaluable to increase revenue while our projects are being completed. We also invest funds where we have available cash balances.

You may recall we have other statutory investment ordinances. Two others are on four-year terms and were renewed last year.

Please contact me with any questions.

c: David A. Wood, Mayor

PROPOSED ORDINANCE NO. 2024-16

ORDINANCE NO. _____

AN ORDINANCE DECLARING AN EMERGENCY AND
DETERMINING THE EXPENDITURE OF ADDITIONAL
FUNDS FOR THE YEAR ENDING DECEMBER 31, 2024

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MISHAWAKA
INDIANA, THAT:

Section 1. An emergency exists which requires the appropriation of additional funds for the fiscal year ending December 31, 2024, in addition to that set out in detail in the published budget.

Section 2. There is hereby appropriated from the American Rescue Plan Coronavirus Local Fiscal Recovery Grant fund in the sum of \$2,000,000.00 for assignment as follows:

ARP Coronavirus Local Fiscal Recovery Grant

Other Services and Charges

2403-50-439-05

Grants and Subsidies

\$2,000,000.00

Section 3. This Ordinance shall be in full force and effect from and after its passage, signing, and attestation.

PASSED BY THE COMMON COUNCIL of the City of Mishawaka, Indiana

on this _____ day of _____, 2024 at _____

o'clock, _____. M.

Gregg Hixenbaugh, President

ATTEST:

Deborah S. Block, IAMCA, MMC, City Clerk

PRESENTED BY ME to the Mayor of the City of Mishawaka, Indiana
on this _____ day of _____, 2024 at _____
o'clock, _____. M.

Deborah S. Block, IAMCA, MMC, City Clerk

APPROVED BY ME this _____ day of _____, 2024 at
_____ o'clock, _____. M.

David A. Wood, Mayor