



NAPPANEE COMMON COUNCIL MEETING MINUTES

Date, Time & Location:

Monday, March 30, 2026 — 7:00 P.M.
Council Chambers, City Hall, 300 W. Lincoln St.

Council Members:*

District 1 — Ben Leavitt • District 2 — Austin Yoder • District 3 — Amy Rosa
District 4 — Dustin Geyer • At-Large — Kelbi Veenstra

Meeting Minutes:

1. Call to Order

- a. Mayor Jenkins called the meeting to order at 7:00 pm.

2. Roll Call

a. Present:

- i. **Mayor** Phil Jenkins **City Attorney** Brian Hoffer, **Clerk-Treasurer** Jeff Knight (all in person)
- ii. **Council Members:** All members listed above were present (in person)
- iii. **Council Members Absent:** None
- iv. **Guests:** 7 (3 in person ; 4 online)
- v. **Press:** 1 (in person)

3. Approval of the Minutes from March 16, 2026

- a. Mr. Geyer motioned to approve the minutes as presented. Mr. Leavitt seconded. The minutes were approved unanimously by voice vote.

4. Petitions and Comments by Citizens

- a. None.

5. Reports of Committees, Boards, and Commissions

- a. **Redevelopment - Amendment to Nappanee Consolidated TIF Area.** Mayor Jenkins presented the declaratory resolution that was passed by the Redevelopment Commission in February. The confirmatory resolution was approved in March. Mayor Jenkins showed an overview of the amended consolidated TIF area. Redevelopment is considering a pedestrian walkway and additional parking through this area. This was presented for the Council's ratification. Mr. Leavitt recused himself from the vote as part of the property included in the amended area is his home church. Mrs. Veenstra asked what the impact on the traffic flow and the day care will be. Mayor Jenkins responded that traffic will not be able to get through from US6 to Lincoln Street as there will be a buffer installed. Economic Development Director Collins commented this will

*Please visit nappanee.in.gov for board member appointment and term details

include 50 parking spaces in the empty lot next to Coppes Commons as well as another small parking lot on the west end. Mayor Jenkins discussed traffic flow for dropoff and pickup at the daycare entering and exiting on Lincoln in a counter-clockwise fashion. Mr. Geyer asked if the residential lots were originally included in the area and if there would be a negative impact on them. Mayor Jenkins said they will not be negatively impacted. Mr. Kyle Carlson (Baker Tilly) discussed potential impacts of having the residences in the TIF area. Mrs. Rosa motioned to approve the amendment to the consolidated TIF area. Mr. Yoder seconded. The amended TIF area was approved by voice vote with 4 yes votes and 1 abstention (Mr. Leavitt).

- b. **Redevelopment - Annual TIF Report.** Mr. Kyle Carlson walked the Council through the annual TIF report. This will be reflected in the minutes as being presented and uploaded into Gateway per statutory requirements. Mrs. Rosa inquired about the financial impact of the delay in development in Wellfield Residential Housing. Mr. Carlson said the financial risk is solely on the developer and that the longer the project takes, the less income they will receive. There is no risk to the City or RDC. Mr. Geyer asked about the possibility of cleaning up the outstanding balances on several of the bond accounts shown on the report. Mr. Carlson commented that he was not certain of the status of the various projects and that if they were completed then some of those funds could be used for debt service but that the bond documents would need to be reviewed for specific uses. He also noted that the bond funds with Bank of Oklahoma were invested and are generating interest. CT Knight discussed each of the bond funds listed. The \$519,419 is the debt reserve the City is required to keep on deposit. The \$859,138 was the amount of the equity portion of the project that did not reflect some final expenses for the Fire Station. CT Knight continued that while not all of the funds reflect being used, the City does intend to utilize what remains. Mayor Jenkins interjected that there will be about \$400,000 remaining that will be used towards the purchase of a new fire truck. The truck will not be ready until late 2027. The first payment is due when the chassis arrives, but that won't be for some time. The second payment is due when the vehicle is complete. The funds used will come from the remaining bond balance and Public Safety LIT. CT Knight noted that the numbers seen on this report are also reflected on the CT report each month. Mr. Yoder motioned to accept the report and have the CT post it in Gateway. Mrs. Rosa seconded. The report was accepted unanimously by voice vote.
- c. **CT Knight presented the January 31, 2026 CT Report.** CT Knight presented the report. He discussed how the year is front loaded with bond payments that are due in January. Of the roughly \$2 million fund balance reduction, \$1.5 million of that was due to bond payments made. He then shifted the discussion to a 3/31/25 to 3/31/26 fund comparison that shows everything to be on par with where the City was a year ago with a slight increase in the General Fund Cash and Investments. The largest growth came with the TIF Funds. Mr. Leavitt

motioned to approve the CT Report for January 2026. Mrs. Veenstra seconded. The CT report was approved unanimously by voice vote.

6. Unfinished Business

- a. None.

7. New Business

- a. Petition for Outdoor Sales & Plant Stand - Matt and Evie Tobias. Mayor Jenkins presented the request for an outdoor plant stand located on the east end of US 6 and just west of LJ Wagner's. The stand will be open from May 1st through November 1st. They normally have a clean up period of about 15 days after November 1st. Mr. Yoder motioned to approve the outdoor plant stand. Mrs. Veenstra seconded. The plant stand was approved unanimously by voice vote.

8. Approval of Accounts Payable Vouchers (APVs)

- a. **2026 City APVs totaling \$156,779.77.** Clerk-Treasurer Knight presented the APVs for approval. No payroll was included in this register. \$36,167.48 consisted of transfers to the Utility funds for utility payments received, \$24,592.50 was for brush removal, and \$17,979.74 was for the various contracts the City has with local service organizations. Mrs. Rosa motioned to approve payment of the vouchers. Mr. Leavitt seconded. The APVs were approved unanimously by voice vote.

9. Reports of City Officers

- a. Mayor Jenkins read his proclamation for Child Abuse Prevention Month. He also reminded the Council that the next meeting will be on April 20, 2026.

10. Adjournment

- a. With no further business to discuss, Mr. Leavitt motioned that the meeting be adjourned. Mr. Yoder seconded. Adjournment was agreed by unanimous voice vote. The meeting was adjourned at 7:41 pm.