



# OFFICE OF THE CITY CLERK

## DAWN M. JONES, CITY CLERK

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### MEMORANDUM

**TO:** MEMBERS OF THE COMMON COUNCIL  
**FROM:** DAWN M. JONES, CITY CLERK  
**DATE:** THURSDAY, MAY 4, 2023  
**SUBJECT:** COMMITTEE MEETING NOTICE

The following Common Council Committee Meetings have been scheduled for **Monday, May 8, 2023:**

Council Chambers  
4th Floor County-City Building  
227 W. Jefferson Blvd.  
South Bend, IN 46601

The Council Chambers will be Open to the Public or Members of the Public May Attend this Meeting Virtually via Microsoft Teams Meeting app here: <https://tinyurl.com/05082023SBCC>.

**3:30 P.M.**    **COMMUNITY INVESTMENT**                      **CHAIRPERSON, TOMAS MORGAN**

1. [Bill No. 23-21](#) – A Resolution Designating Certain Areas Within the City of South Bend, Indiana, Commonly Known as 3201 W. Calvert Street, South Bend, IN 46613 an Economic Revitalization Area for Purposes of a Five-Year (5) Personal Property Tax Abatement for Verbio North America LLC
2. [Bill No. 23-22](#) – A Resolution Designating Certain Areas Within the City of South Bend, Indiana, Commonly Known as 3201 W. Calvert Street, South Bend, IN 46613 an Economic Revitalization Area for Purposes of a Eight-Year (8) Real Property Tax Abatement for Verbio North America LLC

**3:45 P.M. ZONING & ANNEXATION**

**CHAIRPERSON, HAMANN**

1. [Bill No. 11-23](#) – A Public Hearing Approving a Petition of the Advisory Board Of Zoning Appeals for the Property Located at 1306, 1330 High St. and 909 E Broadway St.
2. [Bill No. 17-23](#) – A Public Hearing Approving a Petition of the Advisory Board of Zoning Appeals for the Property Located at 751 Cottage Grove Ave
3. [Bill No. 18-23](#) – A Public Hearing Approving a Petition of the Advisory Board of Zoning Appeals for the Property Located at 630 and 632 Harrison St.
4. [Bill No. 19-23](#) – A Public Hearing Approving a Petition of the Advisory Board of Zoning Appeals for the Property Located at 506 N. Olive St.

**4:30 P.M. PARCS COMMITTEE**

**CHAIRPERSON, LEE**

1. PARCS Update – Aaron Perri, Executive Director Venues, Parks, & Arts

Council President Sharon L. McBride has called an **Informal Meeting** of the Council which will commence immediately after the adjournment of the PARCS Committee Meeting.

**INFORMAL MEETING OF THE COMMON COUNCIL**

**PRESIDENT, MCBRIDE**

1. Discussion of Council Agenda
2. Update and Announcements
3. Adjournment

cc: Mayor James Mueller  
Committee Meeting  
List Media

**NOTICE FOR HEARING AND SIGHT-IMPAIRED PERSONS**

Auxiliary Aid or Other Services may be Available upon Request at No Charge.  
Please give Reasonable Advance Request when Possible



# South Bend Common Council

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## Meeting Agenda

Monday, May 8, 2023

7:00 PM

The Common Council meeting will be open to the public at the Council Chambers on the 4<sup>th</sup> floor of the County-City Building, 227 W. Jefferson Blvd., South Bend, IN 46601 or available by way of a virtual meeting using the Microsoft Teams Meeting App. Public access to the meeting can be granted by this Microsoft Teams Link: <https://tinyurl.com/05082023CC>.

1. **INVOCATION**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **REPORT FROM SUB-COMMITTEE ON MINUTES**
5. **SPECIAL BUSINESS**
6. **REPORTS FROM CITY OFFICES**

Update on South Bend Cubs – Andrew Berlin, Chairman & Owner of the South Bend Cubs

Update on Cherry Street – Leah Thill, Director of Sustainability, MACOG & Caleb Bauer, Executive Director, Community Investment

7. **COMMITTEE OF THE WHOLE**  
**BILL NO.**

[11-23](#) PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 1306, 1330 HIGH ST. AND 909 E BROADWAY ST. COUNCILMANIC DISTRICT NO. 3 IN THE CITY OF SOUTH BEND, INDIANA

[17-23](#) PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 751 COTTAGE GROVE AVE

[18-23](#) PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 630 AND 632 HARRISON ST.

[19-23](#) PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 506 N. OLIVE ST. COUNCILMANIC DISTRICT NO. 2 IN THE CITY OF SOUTH BEND, INDIANA

8. **RISE AND REPORT**

9. **REGULAR MEETING RECONVENED**

10. **BILLS ON THIRD READING**  
**BILL NO.**

[11-23](#) THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 1306, 1330 HIGH ST. AND 909 E BROADWAY ST. COUNCILMANIC DISTRICT NO. 3 IN THE CITY OF SOUTH BEND, INDIANA

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[19-23](#) THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 506 N. OLIVE ST. COUNCILMANIC DISTRICT NO. 2 IN THE CITY OF SOUTH BEND, INDIANA

11. **RESOLUTIONS**

BILL NO.

[23-21](#) A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 3201 W. CALVERT STREET, SOUTH BEND, IN 46613 AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF A FIVE-YEAR (5) PERSONAL PROPERTY TAX ABATEMENT FOR VERBIO NORTH AMERICA LLC

[23-22](#) A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 3201 W. C STREET, SOUTH BEND, IN 46613 AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF AN EIGHT-YEAR (8) REAL PROPERTY TAX ABATEMENT FOR VERBIO NORTH AMERICA LLC

12. **BILLS OF FIRST READING**

BILL NO.

13. **UNFINISHED BUSINESS**

14. **NEW BUSINESS**

15. **PRIVILEGE OF THE FLOOR**

16. **ADJOURNMENT**

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## 2023 COMMON COUNCIL STANDING COMMITTEES (Rev. 04-24-2023)

### COMMUNITY INVESTMENT COMMITTEE

Oversees the various activities of the Department of Community Investment. This Committee reviews all real and personal tax abatement requests and works closely with the Business Development Team.

Rachel Tomas Morgan, Chairperson  
Troy Warner, Vice-Chairperson  
Henry Davis, Jr., Member

Eli Wax, Member  
Thomas Kurzhal, *Citizen Member*  
Kaine Kanczuzewski, *Citizen Member*

### COMMUNITY RELATIONS COMMITTEE

Oversees the various activities of the Engagement and Economic Empowerment, Neighborhood Development, and Community Resources Teams within the City's Department of CI and is charged with facilitating partnerships and ongoing communications with other public and private entities operating within the City.

Troy Warner, Chairperson  
Lori K. Hamann, Vice-Chairperson  
*Citizen Member*

Canneth Lee, Member  
Eli Wax, Member

### COUNCIL RULES COMMITTEE

Oversees the regulations governing the overall operation of the Common Council, as well as all matters of public trust. Its duties are set forth in detail in Section 2-10.1 of the *South Bend Municipal Code*.

Sharon L. McBride, Member  
Sheila Niezgodski, Member

Eli Wax, Member

### HEALTH AND PUBLIC SAFETY COMMITTEE

Oversees the various activities performed by the Fire and Police Departments, EMS, Department of Code Enforcement, ordinance violations, and related health and public safety matters.

Eli Wax, Chairperson  
Karen L. White, Vice-Chairperson  
Rachel Tomas Morgan, Member

Troy Warner, Member  
Canneth Lee, Member  
Desmont Upchurch, *Citizen Member*

### INFORMATION AND TECHNOLOGY COMMITTEE- Innovation

Oversees the various activities of the City's Department of Innovation, which includes the Divisions of Information Technology and 311 so that the City of South Bend remains competitive and on the cutting edge of developments in this area. Reviewing and proposing upgrades to computer systems and web sites, developing availability and access to GIS data and related technologies are just some of its many activities.

Rachel Tomas Morgan, Chairperson  
Lori K. Hamann, Vice-Chairperson  
Matthew Coats, *Citizen Member*

Canneth Lee, Member  
Maria Gibbs, *Citizen Member*

### PARC COMMITTEE- Venues Parks and Arts (Parks, Recreation, Cultural Arts & Entertainment)

Oversees the various activities of the Century Center, College Football Hall of Fame, Four Winds Stadium, Morris Performing Arts Center, Studebaker National Museum, South Bend Regional Museum of Art, Potawatomi Zoo, My SB Trails, DTSB relations, and the many recreational and leisure activities offered by the Department of Venues Parks and Arts.

Canneth Lee, Chairperson  
Troy Warner, Vice-Chairperson  
Beth Sanford, *Citizen Member*

Henry Davis, Jr., Member  
Rachel Tomas Morgan, Member  
*Citizen Member*



### **PERSONNEL AND FINANCE COMMITTEE**

Oversees the activities performed by the Department of Administration and Finance, and reviews all proposed salaries, budgets, appropriations, and other fiscal matters, as well as personnel policies, health benefits and related matters.

Sheila Niezgodski, Chairperson  
Troy Warner, Vice-Chairperson  
Rachel Tomas Morgan, Member

Eli Wax, Member  
Canneth Lee, Member

### **PUBLIC WORKS AND PROPERTY VACATION COMMITTEE**

Oversees the various activities performed by the Building Department, the Department of Public Works and related public works and property vacation issues.

Sheila Niezgodski, Chairperson  
Karen L. White, Vice-Chairperson  
Jason Piontek, *Citizen Member*

Lori K. Hamann, Member  
Carl Littrell, *Citizen Member*

### **RESIDENTIAL NEIGHBORHOODS COMMITTEE**

Oversees the various activities and issues related to neighborhood development and enhancement.

Karen L. White, Chairperson  
Canneth Lee, Vice-Chairperson  
Amika Micou, *Citizen Member*

Henry Davis, Jr., Member  
Sheila Niezgodski, Member  
Lakeyue Williams, *Citizen Member*

### **UTILITIES COMMITTEE**

Oversees the activities of all enterprise entities including but not limited to the Bureau of Waterworks, Bureau of Sewers, and all related matters.

Henry Davis, Jr., Chairperson  
Eli Wax, Vice-Chairperson  
*Citizen Member*

Troy Warner, Member  
Lori K. Hamann, Member  
*Citizen Member*

### **ZONING AND ANNEXATION COMMITTEE**

Oversees the activities related to the Board of Zoning Appeals, recommendations from the Area Plan Commission and the Historic Preservation Commission, as well as all related matters addressing annexation and zoning.

Lori K. Hamann, Chairperson  
Henry Davis, Jr., Vice-Chairperson  
James Snodgrass, *Citizen Member*

Sheila Niezgodski, Member  
Karen L. White, Member

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### **SUB-COMMITTEE ON MINUTES**

Reviews the minutes prepared by the Office of the City Clerk of the regular, special, and informal meetings of the Common Council and makes a recommendation on their approval/modification to the Council.

Troy Warner, Member

Eli Wax, Member





## 2023 COMMON COUNCIL STANDING COMMITTEES (Rev.01-09-2023)

### **CANNETH LEE, 1<sup>ST</sup> District Council Member**

#### **Chairperson, Committee of the Whole**

##### **PARC Committee, Chairperson**

Residential Neighborhoods Committee, Vice-Chairperson  
Community Relations Committee, Member

Health & Public Safety Committee, Member  
Information & Technology Committee, Member

### **HENRY DAVIS, JR. 2<sup>ND</sup> District Council Member**

##### **Utilities Committee, Chairperson**

Zoning & Annexation Committee, Vice-Chairperson  
Community Investment Committee, Member

Residential Neighborhoods Committee, Member  
PARC Committee, Member

### **SHARON L. MCBRIDE, 3<sup>RD</sup> District Council Member**

#### **President**

Council Rules Committee, Member

### **TROY WARNER, 4<sup>TH</sup> District Council Member**

##### **Community Relations Committee, Chairperson**

Personnel & Finance Committee, Vice-Chair  
PARC Committee, Vice-Chairperson

Health & Public Safety Committee, Member  
Utilities Committee, Member  
Sub-Committee on the Minutes, Member

### **ELI WAX, 5<sup>TH</sup> District Council Member**

##### **Health & Public Safety Committee, Chairperson**

Utilities, Vice-Chairperson  
Community Investment, Member  
Personnel & Finance, Member

Committee Relations, Member  
Sub-Committee on Minutes, Member  
Council Rules Committee, Member

### **SHEILA NIEZGODSKI, 6<sup>TH</sup> District Council Member**

#### **Vice-President**

##### **Personnel & Finance Committee, Chairperson**

Public Works & Property Vacation, Chairperson  
Council Rules Committee, Member

Residential Neighborhoods Committee, Member  
Zoning & Annexation Committee, Member

### **RACHEL TOMAS MORGAN, AT LARGE Council Member**

##### **Information & Technology Committee, Chairperson**

Community Investment Committee, Chairperson  
Health & Public Safety Committee, Member

PARC Committee, Member  
Personnel & Finance Committee, Member

### **KAREN L. WHITE, AT LARGE Council Member**

##### **Residential Neighborhoods Committee, Chairperson**

Health & Public Safety Committee, Vice-Chairperson

Public Works & Property Vacation, Vice Chairperson  
Zoning & Annexation Committee, Member

### **LORI K. HAMANN, AT LARGE Council Member**

##### **Zoning & Annexation Committee, Chairperson**

Information & Technology Committee, Vice-Chairperson  
Community Relations Committee, Vice-Chairperson

Public Works & Property Vacation, Member  
Utilities Committee, Member