

Northeast Indiana Regional Development Authority (RDA)
Meeting Minutes
1/18/16

The meeting was held at 3:30PM in the offices of the Northeast Indiana Regional Partnership at 200 East Main Street, Suite 910.

Attendance

Brad Bishop, Andrew Briggs, Gene Donaghy, Bob Marshall, Jeff Turner

Guests

Andy Boxberger, Amy Hesting, John Stafford, Alan Tio

Call to Order and Introductions

Jeff Turner

Jeff Turner welcomed everyone to the meeting of the Northeast Indiana RDA Development Board.

Approval of Minutes

Jeff Turner

Jeff Turner asked for a motion to approve the minutes from the December 2015 meeting. **Gene Donaghy motioned, Brad Bishop seconded and the December 2015 minutes were unanimously approved.**

2016 Slate of Officers

Jeff Turner

Jeff Turner indicated the Board would need to determine officers for 2016. **Andrew Briggs motioned to retain the current slate of officers, with Jeff Turner as chair, Bob Marshall as vice chair, and Gene Donaghy as secretary-treasurer, Gene Donaghy seconded and the slate of officers was unanimously approved.**

Engagement for Legal Services

Jeff Turner

Jeff Turner asked for a motion to approve the engagement agreement with Carson Boxberger LLP to provide legal counsel. **Bob Marshall motioned, Brad Bishop seconded and the engagement agreement with Carson Boxberger LLP was unanimously approved.**

Great Lakes Capital Presentation—Skyline Tower

Tim Haffner & GLC

Tim Haffner, on behalf of the City of Fort Wayne, and Brad Toothaker and Dave Arnold, both of Great Lakes Capital, made a presentation to the Board regarding the Skyline Tower project and asked the board to consider awarding \$2.8 million in Regional Cities program funds. Board members reviewed written materials provided by Toothaker and Arnold. Board members noted that the project approval process has not yet been finalized by IEDC. Several Board members expressed the belief that the Skyline Tower project is within the spirit and intent of the Regional Cities Initiative. No action was taken by the Board in regard to the request.

Regional Cities Initiative Grant Agreement

Andy Boxberger

Andy Boxberger indicated he has reviewed the draft RCI grant agreement and has concerns about how it is written. He will work with the IEDC and the other RDA attorneys to coordinate responses to IEDC. The draft RCI grant agreement also proposes that IEDC retain funding to administer the RCI program. The board will consider requesting RCI funds to support its operations, as well.

Other Business

Alan Tio

Discussions with Northwest Indiana RDA—Gene Donaghy & Brad Bishop visited the Northwest Indiana RDA last week to gain an understanding of how that organization functions. The NWI RDA was established under a different statute and has different areas of focus and funding streams. The NWI RDA has a staff of six that oversees a defined application process. The staff is willing to provide technical assistance and share relevant documents with our representatives.

Road To One Million Kick Off Celebration Event—The event will be held on Thursday, January 21, 2016 from 6PM-9PM at the Grand Wayne Center. The event is free and open to the public.

Informational Session for Road to One Million Plan project leaders—The Board will host an informational session for all project owners to provide guidance on how to apply for RCI funding once further guidance from IEDC requirements is available. Alan Tio shared a draft intake checklist for project leaders. **Brad Bishop motioned that Alan Tio be authorized to schedule the informational session sometime after the meeting with the IEDC. Gene Donaghy seconded and the motion was unanimously approved.**

By-Laws—Andy Boxberger presented a draft set of bylaws for the Board’s consideration. Jeff Turner offered a set of modifications to the draft. Boxberger will address the suggested modifications and present the Board with a revised draft set of bylaws at its February meeting.

Proposed Agency Agreement—Andy Boxberger presented a draft agency agreement between the Regional Development Authority and the Northeast Indiana Regional Partnership to provide staff services to the RDA. The Board requested the Partnership staff provide an estimate of the annual cost of providing these services at its February meeting, at which time the Board will further consider entering into an agency agreement.

February Meeting

Gene Donaghy asked whether the next Board meeting could be held on February 16, 2016 at 2PM at the Northeast Indiana Regional Partnership. **Bob Marshall motioned that all future meetings be held at 2PM. Andrew Briggs seconded and the new start time was unanimously approved.**

Executive Session

Jeff Turner

Board members Bob Marshall and Gene Donaghy will attend a meeting with IEDC contacts on January 27, 2016. Andrew Briggs and Jeff Turner will be in Indianapolis at that time and may be able to attend part of the meeting. Jeff Turner asked for a motion to publish notice for an executive session at the IEDC on January 27, 2016 if necessary. **Bob Marshall motioned, Gene Donaghy seconded and the motion was unanimously approved.** Alan Tio will put out the public notice if it becomes likely that Andrew Briggs and Jeff Turner can attend the meeting.

Adjournment

Jeff Turner

With no further business to discuss, Jeff Turner asked for a motion to adjourn the meeting. **Andrew Briggs motioned, Brad Bishop seconded and the motion was unanimously approved.**

Submitted: Gene Donaghy, Secretary
