

**Northeast Indiana Regional Development Authority (RDA)**  
**Meeting Minutes**  
**10/18/16**

The meeting was held at 2:00PM at the Embassy Theatre located at 125 W Jefferson Blvd., Fort Wayne, IN.

---

**Attendance**

Brad Bishop, Andrew Briggs, Gene Donaghy and Bob Marshall

**Absent**

Jeff Turner

**Staff**

Michael Galbraith, Amy Hesting, Erin Whittle

**Call to Order and Introductions**

Bob Marshall

Bob Marshall welcomed everyone to the Northeast Indiana RDA Development Board meeting.

**Approval of Minutes**

Bob Marshall

Bob Marshall asked for a motion to approve the minutes from the September 20, 2016 board meeting. **Brad Bishop motioned, Andrew Briggs seconded and the September 20, 2016 minutes were unanimously approved.**

**Claims**

Bob Marshall

A claim for the services of the Northeast Indiana Regional Partnership was submitted to the board for approval. **Gene Donaghy put forth a motion to approve the claim as submitted, Andrew Briggs seconded and the claim was unanimously approved.**

**Open Road to One Million Projects**

Bob Marshall

Great Lakes Capital - Skyline Project: IEDC has approved the requested \$2.8 million; Ceremonial Groundbreaking scheduled for 10/27/2016

University of Saint Francis: IEDC has approved the requested \$2.8 million & the sub-recipient agreement has been signed by Sister Elise Kriss; project complete/waiting for disbursement request

Trine University: IEDC has approved the request of \$2.8 million and the sub-recipient agreement has been signed by President Earl Brooks; ground has been broken, construction underway

Embassy Theatre-Indiana Hotel Renovation: All contract items outlined in the Embassy's checklist have been completed and they have filed a request for disbursement of funds. Bob Marshall asked for a motion to accept the checklist and disburse the funds to the Embassy Theatre. **Andrew Briggs motioned, Brad Bishop seconded and the motion was unanimously approved.** The RDA board presented Kelly Updike and staff & board members of the Embassy Theatre a check for \$1.75 million.

DeKalb County YMCA—Youth Development Complex: The IEDC has approved the \$947,000 request and the sub-recipient agreement is being negotiated.

Little River Trail: The IEDC has approved the \$255,748 request and the sub-recipient agreement is being negotiated.

Manchester Early Learning Center—The IEDC has approved the \$520,000 request and the sub-recipient agreement is being developed.

**Presentation: Regional Trails, Fort Wayne**

Dawn Ritchie & Kent Castleman

Dawn Ritchie & Kent Castleman provided an overview of the Regional Trails, Fort Wayne project. The total cost of the project is \$9,542,844. The City of Fort Wayne & Fort Wayne Trails are requesting \$1,773,671 (19%) in RCI funds. The money will be used to construct four segments of the PokaBache trail in Fort Wayne totaling 7.87 miles. The project is shovel ready and completion is projected to be in the summer of 2018. **Brad Bishop made a motion to take the project under advisement, Gene Donaghy seconded and the Regional Trails, Fort Wayne project was unanimously approved to be taken under advisement.**

**RCI Fund Deposits**

Michael Galbraith & Erin Whittle

No action needed.

**2016 NEI RDA Operating Budget**

Michael Galbraith

No changes to the proposed NEI RDA operating budget at this time. No action needed.

**Project Evaluation Rubric**

Michael Galbraith

The results of the rubric exercise were presented and discussed. The board will continue to use the rubric to assist in determining project viability and desirability.

**Adjournment**

Bob Marshall

With no further business to discuss, Bob Marshall asked for a motion to adjourn the meeting. **Andrew Briggs motioned, Brad Bishop seconded and the meeting was adjourned.**

Submitted: Gene Donaghy, Secretary