

Northeast Indiana Regional Development Authority (RDA)
Meeting Minutes
6/21/16

The meeting was held at 2:00PM 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

Staff

Amy Hesting, Vanessa Hurtig, Pat Roller, John Sampson, John Stafford, Erin Whittle

Call to Order and Introductions

Jeff Turner

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

Approval of Minutes

Jeff Turner

Jeff Turner asked for a motion to approve the minutes from the May 17, 2016 board meeting. **Andrew Briggs motioned, Bob Marshall seconded and the May 17, 2016 minutes were unanimously approved.**

Invoices and Claims

Jeff Turner

Jeff Turner requested a motion to approve the invoice for Carson Boxberger. **Gene Donaghy motioned, Brad Bishop seconded and the invoice was unanimously approved.**

Conflict of Interest Statement

Jeff Turner

Jeff Turner stated for the record that he serves on both the MTI & Fetters boards, both of which are supporters of the DeKalb County YMCA project.

DeKalb County YMCA—Youth Development Complex

Bob Krafft

Bob Krafft of the DeKalb County YMCA, along with Sam Weicht and Daron White of the Rangers Academy, provided an overview of the DeKalb County YMCA's Youth Development Complex that will include a large indoor-outdoor pool facility (open to the public) and a forty acre soccer complex that will feature seven collegiate soccer fields and two football fields. Ken McRory stated that this project satisfies at least three of the four requirements for Regional Cities Funding: 1.) Greenways & Blueways, 2.) Downtown & Community Development, and 3.) Education & Industry. Mayor Yoder stated that this project was not included in the original RTOM plan because it was not in the planning stages at the time of plan development. The total cost of the project is \$7,230,000. \$5,250,000 (73%) is expected from non-public support and \$1,033,000 (14%) is expected from public support. The DeKalb County YMCA is requesting \$947,000 (13%) in RCI funds that will cover installing a turf field, building expanded parking facilities, installing walking trails and building gazebos supporting the Youth Development Complex. **Brad Bishop motioned to take the DeKalb County YMCA's proposal under advisement to thoroughly review the information and materials. Andrew Briggs seconded and the motion was unanimously approved.**

Embassy Theatre—Indiana Hotel Renovation

Kelly Updike, Gary Wasson & Jake Brames

Kelly Updike, Gary Wasson & Jake Brames provided an overview of the Embassy Theatre's renovation of the Indiana Hotel. This project was included as a near-term project in the RTOM plan. It was considered to be a lead project but the Embassy did not want to wait to begin construction as it would not serve the theatre or its clients well to do so and they took a leap of faith that they would be able to qualify for RCI money should NEI be awarded. The project is on schedule (completion date is September 2016) and on budget. If funding is awarded, it will allow the Embassy to pay off the \$2 million construction loan they used to complete renovation and thereby eliminate any long-term debt. The total cost of the project is \$10,000,000. \$6,754,820 (67.5%) is expected from non-public support and \$1,500,000 (15%) is expected

from public support. The Embassy is requesting \$1,745,180 (17.5%) in RCI funds to help cover the cost of the construction loan. **Brad Bishop motioned to take the Embassy’s proposal under advisement to thoroughly review the information and materials. Andrew Briggs seconded and the motion was unanimously approved.**

Trine University Thunder Ice Arena and MTI Center

Jeff Turner

Jeff Turner requested a motion to open discussion on the Trine project discussed at the May 17, 2016 meeting. **Brad Bishop motioned, Andrew Briggs seconded and the motion was unanimously approved.** Mr. Turner, with assent from Dr. Earl Brooks of Trine, told the board that Trine was expecting to receive more funding than they anticipated from non-public and/or public support and would therefore like to amend their RCI request to \$2.8 million (15%), as opposed to the original request of \$3,779,698 (20%). **Bob Marshall motioned to approve the request for \$2.8 million subject to negotiation of a contract with Trine and the RDA. Andrew Briggs seconded and the motion was unanimously approved.** John Stafford will work with Trine to amend the claim form and gather the appropriate signatures.

University of Saint Francis—Downtown Campus

Jeff Turner

Jeff Turner requested a motion to open discussion on the USF project discussed at the May 17, 2016 meeting. **Brad Bishop motioned, Bob Marshall seconded and the motion was unanimously approved.** The board debated whether or not they should grant the full request of \$2,800,000 (19.2%) to USF in light of recent awards of less than 20% in RCI funds. Sister Kriss stated that USF does not have any additional funding options that could be used to cover the 5% gap should the full RCI funding request not be granted. The board’s concern is that while all of the projects that have come before the board thus far are very worthy, including USF’s, the RDA could potentially be in a position of running out of money sooner rather than later. The board and NEIRP staff will work to establish a process for determining which percentage is appropriate for each project and manage expectations of project owners. John Stafford stated that the RCI money is meant to fund a gap in a project’s funding stream and will not exceed 20%, regardless of what the gap is. NEIRP staff members are working to determine how many viable projects are in the pipeline so the board can have an idea of how much funding will be requested in the near future. **Gene Donaghy motioned to approve USF’s request for \$2,800,000 subject to negotiation of a contract with USF and the RDA. Brad Bishop seconded and the motion was approved with four “yes” votes and one “no” vote.** Staff will work with USF to acquire the appropriate signatures for the claim form.

Quarterly Progress Reports

Pat Roller

Quarterly progress reports are due to the IEDC on July 31. Pat Roller & John Stafford are working to get the information required. They have received approximately half of the needed project reports at this point.

Sub-recipient Agreement

John Stafford

Andy Boxberger is working the Skyline project’s attorney on the sub-recipient agreement. The agreement is not ready for RDA execution at this meeting but the project is moving appropriately towards closing the necessary financial pieces and is not being held up by the sub-recipient agreement.

Proposed 2016 NEI RDA Operating Budget

John Sampson

The proposed operating budget will be ready for presentation at the next RDA board meeting.

Process & Timeline to Identify RTOM Director

John Sampson

NEIRP is in the final stages of the hiring process for the Road To One Million Director and this person will be introduced to the board very soon.

Fee-For-Services Agreement with NEIRP

John Sampson

The proposed fee-for-service agreement will be ready for presentation at the next RDA board meeting.

RTOM Information Session

John Stafford

The most recent RTOM Information Session was held last week with about 20 people in attendance. The meetings seem to be declining in value for project owners as most people are meeting individually with Pat Roller and John Stafford. A trails information session was held approximately ten days ago. The trails will be unique and may have funding challenges the board has not experienced yet. The board can expect to see a trails submission very soon. The board

expressed concern about future trail maintenance on funded trails projects. This issue was addressed with trails project owners at the trails information session. All in attendance are aware that maintenance needs to be addressed.

Adjournment

Jeff Turner

With no further business to discuss, Jeff Turner asked for a motion to adjourn the meeting. **Brad Bishop motioned, Gene Donaghy seconded and the meeting was adjourned and the board moved into executive session.**

Submitted: Gene Donaghy, Secretary
