

MEETING MINUTES

December 12, 2023



In Attendance: Andrew Briggs, Gene Donaghy, James Khan, Bob Marshall, Jeff Turner

Staff in Attendance: Andrew Boxberger, Michael Galbraith, Ryan Twiss, Erin Whittle

Call to Order

Andrew Briggs called the meeting to order at 2:00 pm.

Approval of Minutes

Meeting minutes from the November meeting were presented for review. Ryan Twiss identified that the November minutes as distributed were listed as the December Minutes. Andrew Briggs asked for a motion to approve the meeting minutes, with an amendment to update the minutes from December to November. **Jeff Turner made a motion to approve the minutes as amended. Gene Donaghy seconded, and the motion passed unanimously.**

Claims

Erin Whittle presented one claim for management services from the Northeast Indiana Regional Partnership and one claim for legal services for Carson LLP. Andrew Briggs asked for a motion to approve the claims. **Jeff Turner made a motion to approve the claims. Bob Marshall seconded, and the motion passed unanimously.**

Financial Report

Erin Whittle provided an update on financials and presented the monthly financial statements to the RDA. Andrew Briggs asked for a motion to accept the financials as presented. **Jeff Turner made a motion to accept the financials, Bob Marshall seconded, and the motion passed unanimously.**

READI Program — Disbursements

Erin Whittle and Ryan Twiss provided an update on the current disbursements both pending and approved by the IEDC.

The following disbursements had been approved at a prior meeting conditioned upon the RDA's receipt of final approval of the disbursement by the IEDC. Ryan Twiss informed the board that the conditions of the approval had been met and the funds would be transferred to the project upon transfer of those funds into the RDA's account.

- \$8,190 for the High Performance Government Network for the **Topeka Workforce Attainable Housing Development**.
- \$135,169.23 for the High Performance Government Network for the **Legacy Heights** housing development.

No action was required.

Two additional disbursements were presented for final approval at this meeting.

- \$198,450 for the Community Learning Center for the **Industry 4.0/iSMART Lab**.
- \$434,210.07 for the High Performance Government Network for the **Legacy Heights** housing development.

Andrew Briggs asked for a motion to approve the disbursements as presented. **James Khan made a motion to approve the disbursements as presented, Gene Donaghy seconded, and the motion passed unanimously.**

One disbursement was presented for approval contingent upon RDA's receipt of final approval of the disbursement by the IEDC.

- \$21,530 for the High Performance Government Network for the **Topeka Workforce Attainable Housing Development**

Andrew Briggs asked for a motion to approve the disbursement conditional upon RDA's receipt of final approval of the disbursement by the IEDC. **James Khan made a motion to approve the conditional disbursements as presented, Gene Donaghy seconded, and the motion passed unanimously.**

Grant Agreements Update

Ryan Twiss gave an update on two grant agreements for projects approved at prior meetings by the RDA Board.

The first was for the **Invest DeKalb: Live/Work** project. Due to a scrivener's error, a previously executed grant agreement between the project owners and the RDA failed to list the Jason and Joanne Sweitzer Family Foundation as a party to the agreement as the intended recipient of the READI 1.0 disbursements. Andrew Briggs asked for a motion to add the Jason and Joanne Sweitzer Family Foundation as a party to the Grant Agreement with the RDA for the Invest DeKalb: Live/Work Project and to ratify the updated agreement. **Gene Donaghy made a motion to add the Jason and Joanne Sweitzer Family Foundation as a party to the Grant Agreement with the RDA Board for the Invest DeKalb: Live/Work project, Bob Marshall Seconded. The motion passed with Jeff Turner abstaining from the vote.**

The second was to vote to execute the Grant Agreement for the **Rivergreen Apartment** project in Huntington, IN. Following discussions with Biggs Group, who originally presented the project to the RDA in June, 2022, the High Performance Network, the IEDC and EY, ownership of this project was transferred from Biggs Group to the High Performance Government Network. Andrew Briggs asked for a motion to execute the grant agreement between the RDA and the High Performance Government Network. **Gene Donaghy made a motion to execute the grant agreement, Jeff Turner seconded, and the motion passed unanimously.**

READI 2.0

Michael Galbraith and Ryan Twiss provided an update on the READI 2.0 process including the upcoming IEDC site visit to Northeast Indiana scheduled for December 20, 2023.

Adjournment

With no other new business, Andrew Briggs adjourned the meeting at 3:30 pm.