

## **RDA Meeting**

**Tuesday, January 12, 2020**

Zoom

**In Attendance: Gene Donaghy, Jeff Turner, Andrew Briggs, Bob Marshall, Craig Snow**

**Staff in Attendance: Michael Galbraith, Elisia Dupre, Erin Whittle, Andrew Boxberger**

### **Call to order**

Gene Donaghy called the meeting to order at **2:02pm**.

### **Election of Officers**

The RDA Board members discussed the 2021 Election of Officers. **Jeff Turner motioned to re-elect officers the 2020 slate of officers as is, Andre Briggs seconded, and the motion was unanimously approved via roll call of all present virtually.**

### **Approval of Minutes**

Gene Donaghy asked for a motion to approve the minutes from the December meeting. **Jeff Turner motioned to approve the minutes, Andre Briggs seconded, and the motion was unanimously approved via roll call of all present virtually.**

### **Claims**

Claims were presented. **Bob Marshall motioned to approve, Jeff Turner seconded, and the motioned was approved via roll call of all present virtually.**

### **Projects-Pending**

Michael Galbraith provided an overview of the Road to One Million Projects.

- Great Lakes Capital – Complete and funding fully disbursed.
- University of Saint Francis – Complete and funding fully disbursed.
- Trine University – Complete and funding fully disbursed.
- Embassy Theatre – Complete and funding fully disbursed.
- DeKalb County YMCA – Complete and funding fully disbursed
- Little River Trail – Complete and funding fully disbursed.
- Manchester Early Learning Center – Complete and funding fully disbursed.
- North Buffalo Street Redevelopment Project – Under construction and has partial funding disbursement.
- Regional Trails in Fort Wayne – Complete and funding fully disbursed.
- South Adams Trails – Project under construction and funding in escrow with INDOT.
- Enterprise Center Phase I – Complete and funding fully disbursed.
- UB Block – Complete and funding fully disbursed.
- Posterity Scholar House – Complete and funding fully disbursed.
- Michiana Event Center – Complete and funding fully disbursed. Recently in the news and shut down but local county health department due to not complying with mask mandate.
- The Landing Redevelopment – Complete and funding fully disbursed.
- The Clyde Theater Renovation – Complete and funding fully disbursed.
- Riverfront Park Fort Wayne – Complete and funding fully disbursed.
- Eagles Theatre – Complete and funding fully disbursed.

- Wabash River Trail – Funds have been partially disbursed, project under construction. Phase 1 is complete. Phase 2 is underway.
- Fahl Aquatics Facility – Complete and funding fully disbursed.
- Strawberry Valley Cultural Trail – Complete and funds almost fully disbursed. Phase 1 and 2 are complete and are \$10,000 under disbursed budget.
- Fishing Line Trail – Complete and funding fully disbursed.
- Kendallville Outdoor Recreation Center – Complete and funding fully disbursed.
- Grow Wells County – Partially complete and funds partially disbursed.
- CASS Housing – Complete and funding fully disbursed.
- Community Learning Center – Complete and funding fully disbursed.
- Enterprise Center, Phase II – Construction complete and funding fully disbursed.
- Hanna Nuttman Fields – Complete and funding fully disbursed.

### **Other Business**

Michael Galbraith shared that there is a remaining \$196,000 to commit to projects. RDA board discussed how available funds should be disbursed. Potential projects would need to be presented to the board by February or March and the approved claim form would then need to be submitted by end of June. Michael Galbraith will contact previous projects that were presented in February 2020 for project updates. Topic to be discussed further at February meeting.

### **Financial Report**

**Erin Whittle** presented the financial report. Gene Donaghy called for a motion to approve. **Bob Marshall made the motion to approve the financial report, Jeff Turner seconded, and the motion was unanimously approved via roll call of all present virtually.** Erin Whittle provided an explanation of how we fund the -\$258,498,000 (December to January) profit and loss. Erin shared that the RDA receives administrative funds upfront and slowly spends so it was accounted for. This loss was anticipated based on projects approved and administrative costs/funds.

Erin Whittle shared that at this time we have not received our usual engagement letter for the annual audit. Erin asked for the board to verbally approve for the RDA to stay with our current auditors in absence of an engagement letter. Gene Donaghy asked for a motion to approve the use of our current auditor. **Bob Marshall made the motion to approve, Andrew Briggs seconded, and the motion was unanimously approved via roll call of all present virtually.**

Erin Whittle also asked that the RDA Board vote regarding doing a bank transfer rather than the usual dual signed check. Gene Donaghy asked for a motion to move forward with a bank transfer. **Bob Marshall made the motion, Jeff Turner seconded, and the motion was unanimously approved via roll call of all present virtually.**

### **New Business**

The RDA board will conduct a February meeting due to the funding available to disburse and will hold on voting for a new meeting schedule until the February meeting. Next meeting is February 9<sup>th</sup>.

**Gene Donaghy called for a motion to adjourn. Jeff Turner made the motion, Bob Marshall seconded, and the motion was unanimously approved via roll call of all present virtually.**

**The meeting was adjourned at 2:35pm.**