



**Accelerate Rural Indiana
Regional Development Authority
Development Board Meeting
Friday, October 13th, 2023
1:00 pm**

Meeting Minutes

CALL TO ORDER: The Development Board of the Accelerate Rural Indiana Regional Development Authority (Development Board) met on the above date and time at 314 W Washington St, Greensburg, Indiana 47240. Bryan Robbins called the meeting to order at 1:05 p.m.

ROLL CALL: Virgil Bremer, Bruce Everhart, Bryan Robbins and Andy Saner answered roll call with Saner attending virtually. David Toll was absent.

REPORT OF SECRETARY/TREASURER ON GIVING NOTICE OF MEETING: Everhart reported that proper notice of the meeting had been given in consultation with Indiana's Open Door Law and legal counsel.

APPROVAL OF MINUTES OF PREVIOUS MEETING: Minutes from the September 15th, 2023, Special Meeting of the Development Board were presented. Bremer moved to approve the minutes as presented. Everhart seconded the motion. Motion was approved.

REPORTS OF OFFICERS, CONSULTANTS, AND STAFF:

- Officers** – Everhart presented the ARI RDA Development Fund September 2023 statement as the Secretary-Treasurer's report. Everhart noted First Financial Bank has agreed to waive the \$3.00 account service fee.
- Consultants** – Mason Gordon provided a consultant report on behalf of HWC Engineering:
 - **Project Updates** – Gordon shared that a total of \$2,269,130 of READI funds have been disbursed to the region's projects to-date. Gordon added that there are disbursements of \$179,390 pending approval in the Grants Management Tool. Gordon shared a drone picture of the Diamond Pet Foods Infrastructure project nearing completion. Gordon also noted that IEDC and EY requested updated expected cash flows for projects. Gordon shared that he reached out to all applicable projects, gathered updated cash flows, and did not see any reason for the Development Board to be concerned.

- **RDA Updates** – Gordon provided a report on the upcoming Fiscal Agent transition.
 - Gordon shared that IEDC drafted an amendment to DCCF’s READI Grant Agreement. Adam Steuerwald, the ARI RDA’s legal counsel, has reviewed the amendment will soon be proposing alternative language in consultation with Barnes and Thornburg’s in-house ARPA expert.
 - Gordon also shared an update regarding the procurement of an accountant, accounting software, and audit firm. Gordon noted several upcoming meetings with prospective vendors.

□ **Staff** - None

REPORTS OF COMMITTEES:

- **ARI READI Steering Committee** – The ARI READI Steering Committee met on October 10th and Gordon provided a recap of the meeting.
 - Gordon shared that the Steering Committee finalized the READI 2.0 planning schedule. Gordon shared the schedule with the Development Board and invited the Development Board to two focus group discussions on October 26th. Gordon reported that the Steering Committee discussed the region’s READI 2.0 vision, priorities, and goals. Gordon also noted that the Steering Committee recommended selecting Jacob Nobbe to produce a video for ARI’s official IEDC READI 2.0 site visit. Everhart moved to accept the Steering Committee’s recommendation. Bremer seconded the motion. Motion was approved. The Development Board asked Gordon to reach out to Nobbe.
 - Gordon also shared that he’s scheduled READI 2.0 project conversations with each ARI entity to begin brainstorming potential READI 2.0 projects. Gordon will compile a READI 2.0 potential project list for conversation at future Steering Committee and Development Board meetings.
 - The next ARI READI Steering Committee meeting is scheduled for October 31st, 2023.

OLD BUSINESS:

- **Fiscal Agent Transition** – Robbins noted that Gordon’s earlier consultant report covered the Fiscal Agent transition discussion.

NEW BUSINESS:

- **Resolution 2023-03 Small Purchases Policy** – Gordon presented Resolution 2023-03 establishing a Small Purchases Policy for ARI RDA expenditures under \$50,000. The Development Board discussed the policy. Bremer moved to adopt Resolution 2023-03 as presented. Saner seconded the motion. Motion was approved.
- **HWC Engineering Contract Amendment #1** – Gordon presented Amendment #1 to contract 2023-162-S with HWC Engineering. Gordon shared that Amendment #1 is for READI 2.0 planning services. Gordon provided an overview of the amendment and reported positive feedback from all ARI RDA entities regarding the \$15,000 contribution towards Amendment #1. The Development Board discussed the

amendment. Saner moved to approve Amendment #1 to contract 2023-162-S with HWC Engineering and to authorize Robbins to sign the amendment. Everhart seconded the motion. Motion was approved.

- **Invoices** – Gordon presented two invoices for approval and payment by the Development Board. Invoice #3160370 dated 10/9/2023 from Barnes and Thornburg totaling \$325.50 and Invoice #2023-162-S-5 dated 9/30/2023 from HWC Engineering totaling \$8,025.00 were presented. The Development Board reviewed and discussed the invoices. Bremer moved to submit the invoices to Wenning to be paid from the RDA’s portion of the administrative advance. Everhart seconded the motion. Motion was approved.

ITEMS NOT KNOWN IN ADVANCE:

ADJOURN: There was no further business to come before the Development Board. Bremer moved to adjourn. Everhart seconded the motion. The motion carried and the meeting was adjourned at 2:07 p.m.



Bruce Everhart, Secretary-Treasurer