



**Accelerate Rural Indiana
Regional Development Authority
Development Board Meeting
Friday, July 14th, 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 1:03 p.m.

ROLL CALL: Virgil Bremer, Bruce Everhart, Bryan Robbins and David Toll answered roll call. Andy Saner 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 June 9th, 2023, meeting of the Development Board were presented. Everhart moved to approve the minutes as presented. Bremer seconded the motion. Motion was approved unanimously.

REPORTS OF OFFICERS, CONSULTANTS, AND STAFF: Mason Gordon provided a consultant report on behalf of HWC Engineering:

- **Project Approvals**– Gordon shared that all 16 of the region's READI projects have been granted formal approval in IEDC's Grants Management Tool. The region's final project was approved on June 27th, three days prior to IEDC's June 30th deadline.
- **READI Disbursements** – Gordon shared that a total of \$901,442 of READI funds have been disbursed to the region's projects, including disbursements for Diamond Pet Foods Infrastructure and Ivy Tech Dual Credit Program since the Development Board's last meeting. Gordon added that there are disbursements of \$471,944 pending approval in the Grants Management Tool.
- **Inclusion Park Groundbreaking** – Gordon shared a picture of the ARI regional representatives present at a groundbreaking ceremony for Greensburg's Inclusion Park on July 6th.

- **Reporting** – Gordon shared that his focus will now shift from project approvals to project status reporting. Gordon reported several positive conversations with project stakeholders over the last week with several additional conversations scheduled for the coming weeks.
- **READI 2.0 Updates** – Gordon and Development Board members shared updates on READI 2.0 from IEDC’s Q2 READI event in South Bend and additional corespondance since the event.

REPORTS OF COMMITTEES:

- **ARI READI Steering Committee** – Robbins provided a committee report on behalf of the ARI READI Steering Committee. Robbins shared that the committee met on July 6th to discuss READI 2.0. Gordon shared that the committee asked for a list of all projects considered for funding from the first round of READI to determine which project might be viable for READI 2.0 consideration. Robbins reported that the ARI READI Steering Committee has scheduled a meeting for August 10th with hopes to finalize a proposed strategy for READI 2.0.

OLD BUSINESS:

- **Fiscal Agent Transition** – Robbins provided an update on the RDA’s transition to becoming the region’s Fiscal Agent:
 - **EIN Application** – Robbins shared the status of the ARI RDA’s Employer Identification Number (EIN) application with the Internal Revenue Service (IRS). An IRS representative was unable to find a EIN number or application for the ARI RDA and suggested a resubmittal of the application via fax. Bremer moved to resubmit the EIN application via fax. Toll seconded the motion. Motion was approved unanimously.
 - **SAM.gov Application** – Gordon shared that once an EIN number is assigned to the ARI RDA, the next step in the fiscal agent transition is to register on SAM.gov. Toll moved to allow Gordon to register the ARI RDA on SAM.gov once an EIN number is assigned. Bremer seconded the motion. Motion was approved unanimously.

NEW BUSINESS:

- **Barnes and Thornburg Invoice** – An invoice dated June 7th, 2023, totaling \$1,627.50 for legal services from Barnes and Thornburg was presented to the Development Board. Everhart moved to ask Barnes and Thornburg to re-issue an invoice dated post-June 9th and submit the re-issued invoice for READI disbursement. Bremer seconded the motion. Motion was approved unanimously.
- **HWC Engineering Invoices** – An invoice dated May 31, 2023, totaling \$5,625.00 and an invoice dated June 30th, 2023 totaling \$7,055.00 for READI program management services from HWC Engineering was presented to the Development Board. Toll moved to submit both invoices for READI disbursement. Bremer seconded the motion. Motion was approved unanimously.

- **Procurement Overview Letters** – Robbins shared that a letter outlining the process used to procure Barnes and Thornburg and HWC Engineering will need to be submitted with the READI disbursement requests. Robbins shared the drafted letters with the Development Board. Everhart moved to allow Robbins to sign both letters. Toll seconded the motion. Motion was approved unanimously.

ITEMS NOT KNOWN IN ADVANCE: None.

ADJOURN: There was no further business to come before the Development Board. Bremer moved to adjourn. Toll seconded the motion. The motion carried and the meeting was adjourned at 1:55 p.m.



Bruce Everhart, Secretary-Treasurer