

NORTHERN INDIANA

REGIONAL DEVELOPMENT AUTHORITY

Regional Development Authority Board Meeting Minutes

The May 17, 2023, meeting of the Northern Indiana Regional Development Authority (RDA) was held at South Bend – Elkhart Regional Partnership, 635 S. Lafayette Boulevard, South Bend, IN. Mr. John DeSalle, Chair, called the public meeting to order. Roll call was taken, and it was noted that a quorum was present.

Roll Call

RDA Board Members Present: Dallas Bergl, INOVA Federal Credit Union
John DeSalle, University of Notre Dame
Pete McCown, Community Foundation of Elkhart County
Kristin Pruitt, Lake City Bank
Tim Sexton, University of Notre Dame (Virtual)

RDA Board Members Absent: N/A

Others Present: Debbie Gardner, MACOG
Lori Flotow, South Bend – Elkhart Regional Partnership
Bethany Hartley, South Bend - Elkhart Regional Partnership
Stephen A. Studer, Krieg DeVault LLP

Executive Session

The Board met in Executive Session prior to the regular meeting.

Report of Secretary

Ms. Bethany Hartley confirmed that the required [public notice](#) was made for the meeting.

Meeting Minutes

There were no additions or corrections to the [March 15, 2023](#), or [April 26, 2023 \(Executive Session\)](#) meeting minutes.

A MOTION WAS MADE TO APPROVE [THE MINUTES FROM THE MARCH 15, 2023 MEETING](#), AND AFTER BEING DULY SECONDED, THE MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE TO APPROVE [THE MINUTES FROM THE APRIL 26, 2023 EXECUTIVE SESSION MEETING](#), AND AFTER BEING DULY SECONDED, THE MOTION PASSED UNANIMOUSLY.

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Reports of Officers, Consultants and Staff

Treasurer's Report

Ms. Kristin Pruitt presented the [Treasurer's Report](#), which included the [year-to-date April 30, 2023 Financial Statements](#), as well as an accounting of [payments](#) recommended for ratification and approval.

A MOTION WAS MADE TO APPROVE THE [YTD APRIL 30, 2023 FINANCIAL STATEMENTS](#) AS PRESENTED, AND AFTER BEING DULY SECONDED, THE MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE TO [RATIFY ALL INVOICES](#) APPROVED AND PAID BY THE TREASURER OR PENDING IN ACCORDANCE WITH THE POLICY OF THE BOARD, AND AFTER BEING DULY SECONDED, THE MOTION PASSED UNANIMOUSLY.

2023 RDA Audit

Ms. Pruitt and Ms. Debbie Gardner presented the [2023 RDA Audit](#), for the period January 1, 2022 to December 31, 2022, prepared by LWG CPAs and Advisors.

A MOTION WAS MADE TO APPROVE THE [2023 RDA AUDIT](#) AS PRESENTED, AND AFTER BEING DULY SECONDED, THE MOTION PASSED UNANIMOUSLY.

Reports of Committees and Partners

Regional Partnership

Ms. Hartley reported on the activities of the South Bend – Elkhart Regional Partnership (Regional Partnership), noting the following highlights: [View Full SBE Regional Partnership Report](#)

- Rally the Region was held May 9, 2023, at Four Winds Casino. The event included updates on activities and the Regional Partnership's initiatives, including the awarded \$50 million READI (Regional Economic Acceleration and Development Initiative) grants, talent development and retention initiatives and more.
- Rally the Region also included the premiere of the Regional Partnership's [Annual Report](#) and video series. The three videos, produced by the team at CHUCK, feature an overview of the [organization's ethos](#), a story on the experience of one [LIFT Initiative intern](#), and the impact of regional [READI funding and Elkhart's Tolson Center](#).

Old Business

READI Update

Ms. Hartley presented [updates on READI](#) in Ms. Taryn MacFarlane's absence, noting the following highlights:

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- Project compliance status updates:
 - 16 projects were fully approved by the Indiana Economic Development Corporation (IEDC).
 - Of those, 5 projects have fully executed agreements.
 - One project requires RDA countersignature.
 - Ten contracts are under project review.
 - Two projects are EY compliance review.
- Program compliance status updates:
 - 5 programs have been approved.
 - Of those, 2 have fully executed agreements.
 - Of those, 3 programs are in contract process.
 - 6 programs are at some level of EY compliance review.
- READI Regional Forum, hosted by the IEDC, will take place June 22, 2023, from 1:00 – 6:00 pm at Ironhand Wine Bar.

Project Re-allocation

Ms. Hartley presented the board with a [letter from a current READI project, Friends of the Pumpkinvine Nature Trail](#), requesting that they not move forward with the READI grant process; thus allowing awarded funds to be available for project re-allocation. After a brief discussion, it was decided that their award of \$100,000.00 would be re-allocated to Wellfield Botanic Gardens.

A MOTION WAS MADE TO APPROVE THE RE-ALLOCATION OF \$100,000.00 TO WELLFIELD BOTANIC GARDENS, AND AFTER BEING DULY SECONDED, THE MOTION PASSED UNANIMOUSLY.

RCI Project Update

Mr. David Matthews provide an update on the Commerce Center project:

- Apartment building is currently at 84% occupancy.
- Certificate of Occupancy inspection was done for the grocery store.
- An Inspection was done by the Drug Enforcement Agency (DEA) for the pharmacy.
- Mr. Matthews is currently working on a list of items cited for attention by the inspections.
- Opening day for the pharmacy is anticipated to be in two weeks.
- There are two options for the grocery store, either a national retailer or Mr. Matthews running the store himself.
- Mr. Matthews will be providing weekly updates to the RDA moving forward.

New Business

There were no new business items for discussion.

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Other Items/Upcoming Dates

Meeting Schedule

The next meeting will be held July 19, 2023, from 3:30 – 5:00 pm EST at South Bend – Elkhart Regional Partnership, 635 S. Lafayette Blvd., South Bend, IN 46601.

Any updates to meeting information will be posted on the South Bend – Elkhart Regional Partnership website: <https://southbendelkhart.org/regional-development-authority/2023-public-meeting-notice/>

Adjournment

Upon a motion made, Mr. DeSalle adjourned the public meeting.