



- I. **Call to Order:** The RDA Board of Director's meeting was called to order at 9:30 a.m. CT on Thursday, June 9, 2022 with Chairman Donald P. Fesko presiding.
- II. **Roll Call:** Present: Chairman Donald P. Fesko, Christopher Campbell, Milton Reed, Africa Tarver, Patrick Lyp, Darnail Lyles, Don Babcock, Jason Gilliana and John Dull. Nine members were present constituting a quorum.
- III. **General Public Comment:** *None*
- IV. **Installation of New Board Members:** D. Hollenbeck formally sworn in three (3) new Board members: John Dull, Don Babcock and Jason Gilliana.
- V. **Consent Agenda:** C. Campbell motioned to approve the consent agenda with a second by P. Lyp.

1. ***Minutes:*** Board Meeting of February 10, 2022 *Approved*
2. ***Reports:*** MWBE Quarterly Expenditure Compliance (1<sup>st</sup> QTR 2022) *Approved*
3. ***Reports:*** Buy Indiana Quarterly Report (1<sup>st</sup> QTR, 2022) *Approved*
4. ***Reports:*** Zip Code Quarterly Report (1<sup>st</sup> QTR, 2022) *Approved*
5. ***Reports:*** County Quarterly Report (1<sup>st</sup> QTR, 2022) *Approved*
6. ***Reports:*** Contractor Utilization Report (1<sup>st</sup> QTR, 2022) *Approved*

VI. **Actions on Anticipated Recommendations from Fiscal Task Force**

**Audit Report: 2021 Financial and Internal Controls:** S. Ziller reported to the Board that in reviewing the RDA's Internal Controls, the auditor highlighted several invoices that were for services rendered in calendar year 2021 and which had been received by the RDA in early 2022, but had not been attributed to 2021 in the closing adjustments for the year. This was due partially to an unfamiliarity with the software used by the RDA to make payments and to an oversight. The RDA switched accounting systems to Bill.com in May of 2020 and did not experience this issue. However, the RDA did utilize Bill.com for the entire calendar year in 2021 and therefore uploaded the invoices with the date automatically populated by the software instead of manually changing the date, which would have eliminated this issue. The auditor in consultation determined that although the error was not serious, in light of the large amount of the consulting fees involved it was deemed a significant deficiency. RDA staff and its accounting consultant have taken procedural steps to eliminate this problem in the future.



S Ziller also reported that the statute requires that the State Board of Accounts review the audit, and that has been accomplished. Subsequently, staff will post the audit on the RDA's website upon Board acceptance.

S. Ziller asked the Board to accept the 2021 Financial and Internal Audit Report as presented.

C. Campbell motioned to approve the 2021 Financial and Internal Audit Report with a second by A. Tarver. All were in favor and the motion was approved.

## **VII. Project Status Review**

### **a. Surface Transportation and Development:**

**Update:** S. Ziller reported the rail projects continue to move forward and provided a general update on both rail projects:

#### **West Lake**

- Design-Builder is continuing with final design and delivered several design packages for NICTD review in Q2
- As of May 10, design is 74.9% complete. 46 of 47 60% design packages have been received, 47 of 51 90% design packages have been received, 42 of 51 100% design packages have been received, and 36 of 51 final Ready for Construction packages have been received
- Physical construction for West Lake continues
- 6 commercial demolitions remain and are expected to be completed by mid-July
- NICTD continues to monitor the schedule and currently believes there will not be an impact to the critical path or revenue service start date

#### **Double Track**

- All seven construction packages have been awarded. All contracts have received a notice to proceed or a limited notice to proceed and construction is currently underway
- The first Extended Track Outage which uses a “bus bridge” to transport passengers from Carroll Ave. to Dune Park Station has begun and will continue to be in place until November 30

**b. Transit Development Districts:**

**Update:** S. Ziller gave a report on the following:

**FTA TOD Planning Grant/TDD Project:** S. Ziller reported that the TOD team has focused on supporting the RDA's effort to answer questions and provide additional information to help with the local unit LOS for TDD boundaries. Since last month, the team has advanced TOD development studies for Munster Dyer Main, Munster Ridge Road, Hammond Gateway and Downtown, East Chicago, Gary Miller, and Michigan City. RDA also completed an in-person work session with Gary's leadership focused on Downtown/Metro. *At the request of the local units*, we facilitated presentations before both Munster and Dyer Town Councils and staff regarding TOD opportunities and that the RDA continues to advance corridor-focused concepts, and advanced discussions testing storm water and infrastructure needs at key sites throughout the TOD study area. The RDA has completed infrastructure studies for Beverly Shores. Policy Analytics has now been provided impact analysis for all TOD study areas with TDD boundaries for review and has completed their analysis. During June, the RDA will focus on wrapping up development testing in preparation for review with local units and NICTD (*where the potential for joint development on NICTD property exists*), finalize land use recommendations and projections, and delve into zoning recommendations in collaboration with our zoning team. In late summer, the team will conduct public engagement to solicit input on TOD recommendations.

**Industry Day:** S. Ziller reported the RDA hosted its third Industry Day on May 26<sup>th</sup> featuring Gary's Miller station and the East Chicago station. These virtual meetings are designed to connect the communities with potential development and finance partners for transit-oriented development in the TDDs. Fourteen

companies, including developers, builders, building services and banking, attended the May 26 event, *our highest turnout to date*. We and the communities received positive feedback and further interest from attendees following the event. RDA has now conducted an Industry Day for all TDDs that have been finalized so far, except for the Dyer portion of the Munster/Dyer Main Street station TDD and that the RDA plans to address that in the near future.

**c. President's Report:**

**Update:** S. Ziller reported the Lakeshore Chamber of Commerce invited her to speak at their June 15<sup>th</sup> event along with Mike Noland and Heather Ennis and that she will be speaking about the impact of the rail projects in NWI and how the RDA has worked with local communities to draw the boundaries of each Transit Development District with each community's investment goals in mind.

S. Ziller also reporting that RDA staff is working with Engaging Solutions to compile data for closeouts, possible exemption requests for the Board consideration, and corrective action plans for grantees falling a little behind their targeted mark and RDA will begin discussions with the Board on these matters in preparation for a future board meeting.

**VIII. Unfinished Business: *None***

**IX. New Business:**

i. **Update: *None***

**X. 2022 Board Planning Calendar:** The quarterly Board meeting structure is reflected in the planning calendar.

**XI. General Public Comment: *None***

**XII. Adjournment:** Without further business the meeting was adjourned.

*Respectfully submitted by Amy L. Jakubin*