

- I. **Call to Order:** The RDA Board meeting was called to order at 11:00a.m. CST on Tuesday, April 2, 2013 with Chairman Leigh Morris presiding.
- II. **Roll Call:** Present: Chairman Leigh Morris, Ed Glover, Harley Snyder, Jeff Good and Peter Novak. Five members were present constituting a quorum.
- III. **Election of Officers:** P. Novak motioned to reappoint all officers of the Governing Board to their positions, which fulfills a legislative requirement that the Board elect officers at the first meeting of every year. This includes; Leigh Morris as Chairman, Harley Snyder as Vice Chairman and Bill Joiner as Treasurer.

 P. Novak moved for approval with a second by L. Morris. All were in favor and the motion was approved.
- IV. **General Public Comment:** J. Nowacki voiced his concern regarding the Board spending \$4 million to close the CN railroad deal on the kirkyard and the additional money being spent at the Gary Airport.
- V. **Consent Agenda:** E. Glover moved for approval of the consent agenda with a second by J. Good. All were in favor and the consent agenda was approved.

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| <i>a. <u>Minutes of the Board Meeting of December 18, 2013</u></i> | Approved |
| <i>b. <u>Consultant Services' Report:</u></i> | Approved |
| <i>c. <u>MBE/WBE Report:</u></i> | Approved |
| <i>d. <u>Buy-IN Report:</u></i> | Approved |

VI. **Action on Recommendations from Fiscal Task Force:**

- a. 2012 Financial Audit:* B. Hanna reported that he is pleased with the results of the financial audit and the RDA will use this audit to make constant improvements.

 H. Snyder moved for approval of the 2012 Financial Audit with a second by P. Novak. All were in favor and the motion was approved.
- b. NICTD Business Plan:* B. Hanna reported that the RDA in partnership with NICTD will split the estimated \$550,000 cost to develop a strategic business plan for commuter transit in Northwest Indiana. B. Hanna stated that we have a tremendous fixed asset in the South Shore train. The NICTD Board has selected URS after a RFP was issued in December 2012 to develop the plan. Hanna also stated that connectivity to Chicago is key to the economic health of the region, and this will help us maximize the job creation and economic development potential of the South Shore line.

 H. Snyder added that he was privileged to sit on the task force and this could really have some significant long-term benefits for Northwest Indiana.

 B. Hanna made a recommendation to the Board to approve an allocation of \$275,000 matching funds to fund the NICTD strategic business plan for commuter transit in the region. The final agreement will be drafted by RDA counsel.

 H. Snyder moved for approval of the allocation, subject to the drafting of the agreement by the RDA counsel with a second by E. Glover. All were in favor and the recommendation was approved.

VII. Project Status Review:

a. Public Comment: J. Nowacki voiced his concerns regarding a regional bus system and the additional costs spent in Hammond and on the RBA. He doesn't notice a like amount of money being allocated for the now standing Gary Public Transportation Corporation and he urges the Board to look into the future and look at the economy in terms of building upon a bus system for Northwest Indiana.

b. Surface Transportation:

i. Update: *None*

c. Shoreline Redevelopment:

i. Update: Matt Reardon with SEH gave a brief project update regarding the Town of Porter. Three of their projects have been put out for bid and the connection to the beach will be moving south, closer to US 20. He also stated that SEH has been working with the Town of Porter on projects related to the RDA-funded Gateway to the Dunes initiative. M. Reardon also stated that construction activity is set to increase as the weather begins to improve.

d. Expansion of the Gary Airport:

i. Update: S. Landry stated that the Gary Airport project remains on budget and on course for the December 2013 completion. S. Wheeler gave an update on the following:

- Airport Road
- Build gap at Chicago Ave.
- EJ&E Bridge over NS Railroad
 - Signals and track work project- Construction completion is set for June, 2013.
 - Grading and retaining walls project- Anticipated construction completion is set for August 2013.
- Dynamic Compaction
- Track Time.
- Grade Separation (overpass) for Airport Road.
- Culvert and Grading.
- Air Field
 - Clearing and grubbing and phase 1 grading project.
 - Electrical, markings and threshold.
 - Grading and utility project.

S. Landry updated the Board on the airport control tower. He reported that due to the Federal sequester the control tower will be closing. The closure will not impact the project or existing services at the airport and regardless of the closure Allegiant will continue to fly out of Gary Airport. S. Landry also added that the airport surpassed their 10,000 enplanements and the Federal Aviation Administration contribution to the airport for capital improvements will increase from \$150,000 to \$1 million starting in fiscal year 2014.

e. **Economic Development:**

- i. **Update:** *None*

f. **RDA Administrative:**

- i. **Employee Handbook Review:** S. Ziller reported that the employee handbook and policy and procedures manual has been updated and is currently under review with staff and legal. As soon as the RDA has a completed legal review, staff will send to the Board for their review and consideration at the next Board meeting. S. Ziller personally thanked Jill Huber and ODS for the efforts in performing the updates.

S. Ziller also reported that the RDA will be issuing an RFQ for accounting services by the end of the week. More information will be posted on the RDA's website and once proposals are received the RDA will have responses by mid-April. She stated that the RDA will work with the Fiscal Task Force and Bill Sheldrake to make the recommendation at the next Board meeting.

S. Ziller also commented that staff is beginning the creation of the Annual Report in which the RDA Communications Manager, Dave Wellman, is leading.

VIII. **Unfinished Business:**

- i. **Public Comment:** *None*
- ii. **Update:** *None*

IX. **New Business:**

- i. **Public Comment:** *None*
- ii. **Telephonic Meeting Policy:** D. Hollenbeck reported to the Board that effective January 1, 2013 the General Assembly adopted a telephonic participation policy in which authorizes the Northwest Indiana Regional Development Authority to permit Governing Board members telephonic meeting participation. The policy requires each member of the RDA Governing Board to be physically present at a minimum of one (1) meeting annually and a minimum of four Governing Board members must be physically present at the place where the meeting is being conducted.
- D. Hollenbeck asked for recommendation to implement and adopt the telephonic meeting participation policy effective April 2, 2013.
- H. Snyder motioned to adopt and implement the telephonic meeting participation policy with a second by E. Glover. All were in favor and the motion was approved.
- iii. **Other:** L. Morris reported that the Board of Director's are obligated to review the performance of the Chief Executive Officer which has been completed and he asks for recommendation of the final agreement.

H. Snyder moved to ratify the agreement, effective January 1, 2013, of the President & CEO contract with a second by P. Novak. All were in favor and the recommendation was approved.

- X. **2013 Future Meeting Planning:** The quarterly Board structure and the monthly Working Groups are reflected in the planning calendar.

- XI. **Adjournment:** Without further business the meeting was adjourned.

Respectfully submitted by Amy Jakubin