

- I. **Call to Order:** The RDA Board meeting was called to order at 10:00 a.m. on Tuesday, October 19, 2010 with Chairman Leigh Morris presiding.
- II. **Roll Call:** Present: Leigh Morris, Lou Martinez, Bill Joiner, Peter Novak, and Harley Snyder. Five members were present constituting a quorum.
- III. **Public Comment:** *No comment.*
- IV. **Consent Agenda:** P. Novak moved for approval of the consent agenda with a second by H. Snyder. All were in favor and the consent agenda was approved.

- |                                                                           |          |
|---------------------------------------------------------------------------|----------|
| a. <u>Amendment to the Minutes of the Board Meeting of 5/18/2010:</u>     | Approved |
| b. <u>Minutes of the Board Meeting of 6/23/2010:</u>                      | Approved |
| c. <u>Minutes of the W.G. Meeting of 7/20/2010:</u>                       | Approved |
| d. <u>Minutes of the W.G. Meeting of 8/24/2010:</u>                       | Approved |
| e. <u>Minutes of the W.G. Meeting of 9/21/2010:</u>                       | Approved |
| f. <u>Consultant Services Report:</u>                                     | Approved |
| g. <u>Executive Directors Report:</u>                                     | Approved |
| h. <u>Chairman's Report:</u>                                              | Approved |
| i. <u>Minority Compliance Quarterly Report, June and September, 2010:</u> | Approved |

V. **Action on Recommendations from Working Groups:**

- a. **Approval of 2011 Budget:** B. Hanna stated that the goal of the RDA budget is to maintain as flat a rate as possible while being as effective as possible. There is an approximate difference of \$205k between the 2010 and 2011 budget. The RDA project loads have increased drastically, while the RDA is doing a lot more with the same administrative resources. The RDA is maintaining its goals of being light, effective, and small on fulltime employees and we have met that goal in the 2011 budget as well. It has been estimated that 96% of funds are spent on project expenditures.

B. Joiner moved to adopt the 2011 budget with a second by P. Novak.

**Roll Call Vote on the Motion:**

Lou Martinez	Yes
Bill Joiner	Yes
Leigh Morris	Yes
Harley Snyder	Yes
Peter Novak	Yes

All were in favor of the motion and the RDA 2011 Budget was approved.

- b. **Approval of RDA, TIGER II: Marquette Catalytic Investment Projects:** B. Joiner offered a motion to affirm the action taken to pursue the TIGER II Grant with a second by P. Novak. All were in favor and the motion was approved.
- c. **Approval of City of Valparaiso, Payment of Ecosystem Services:** K. Brown reported that if approved the RDA will support design, allocation, instillation, maintenance and performance assessment of the storm water best practices and the green infrastructure preservation opportunities in the City of Valparaiso.

L. Martinez offered a motion to affirm the action taken for approval of the Payment of Ecosystem Services in the City of Valparaiso with a second by B. Joiner. All were in favor and the motion was approved.

- d. Approval of Grant Agreement with Gary/Chicago International Airport:** B. Hanna reported that the Gary/Chicago International Airport has requested additional funding of a staff assessment, and amendment of the original grant agreement with L&B with input from legal counsel and authorization of an additional \$45k to fund this function.

B. Joiner moved to approve up to \$45k for funding of a staff assessment with a second by L. Martinez. All were in favor and the motion was approved.

- e. Withdrawal of NIRPC Sustainable Communities Grant:** B. Hanna reported that NIRPC has withdrawn the Sustainable Communities grant of \$150k. K. Brown made a recommendation to withdraw the original request to the RDA for \$150k.

B. Joiner moved to withdraw the request of \$150k with a second by P. Novak. All were in favor and the motion was approved.

- f. Approval of Marquette Brownfield's Revolving Loan Fund:** K. Brown reported that the cost share is \$200k, and is requesting \$100k for partial match while the additional \$100k will be provided through additional funding. The goal of the Revolving Loan Fund is to create the Marquette Brownfield coalition.

B. Joiner moved to approve the request of \$100k with a second by H. Snyder.

B. Hanna believed that the request should be \$115k to cover administration fees.

B. Joiner amended the initial motion to reflect B. Hanna's recommendation of \$115k with a second by H. Snyder.

All were in favor and the motion was approved.

**VI. Project Status Review:** The status of each of the Working Groups, expected outcomes, actions taken thus far, major issues, and current activities are outlined in the work plan review.

- a. Public Comment:** *No comment.*

- b. Regional Bus Authority:** *No report.*

- c. Lakeshore Redevelopment:** K. Brown reported on current lakeshore project status relevant to the PEZ Grant, Marquette Revolving Loan, Cline Avenue, Hammond Shoreline Grant, Whiting Shoreline Grant, Gary Marquette Park and Aquatorium, and the Town of Porter Grant.

B. Joiner requested a progress report at each meeting re: the City of Gary and private group in terms of the conservancy and maintenance of the park.

C. Meyers with the City of Gary presented a brief update of the Gary Marquette Park and Aquatorium.

B. Joiner reported that the Shoreline Working Group is continuing to work with the Industrial Partnership. This group is made up of industrial stakeholders located along the shoreline and is designed to create awareness, and ask that these stakeholders offer constructive suggestions along the way.

- d. **Expansion of the Gary Chicago Airport:** S. Landry, interim Executive Director of the Gary/Chicago International Airport reported on the program management team and the runway expansion.
- e. **Extension of South Shore Commuter Service:** *No report.*
- f. **RDA Administrative:**
- i. **Sources and Uses Report:** B. Sheldrake reported on the document provided to the Board monthly. This document will reflect in the budget presentation to the State Budget Agency at the end of 2010.
  - ii. **Presentation of Policy & Procedures Manual Memo:** S. Ziller reported that the RDA staff is exploring opportunities to improve RDA practices while strengthening RDA internal controls. S. Ziller and Tina Rongers have looked at ways to better service grantees that access the Policy Manual for grant-related purposes. Those policies are no longer commingled with Board specific matters. Those policies and procedures unrelated to the RDA's grant funding program have been moved to the RDA Employee Handbook and Quality Manual.  
  
The revised Policy and Procedures Manual is currently under legal review. After legal review, the entire manual with edits shown will be forward to the Board for final review, and further discussion at the November, 2010 Working Group meeting.
  - iii. **Presentation of Employee Handbook & Quality Manual Memo:** S. Ziller reported that ODS is currently working on Employee Handbook updates.
- g. **Other:** B. Hanna stated that the RDA keeps administrative costs low through the use of consultant resources. B. Hanna reported that Tina Rongers will be operating under Karnerblue Era in the services she provides to the RDA. He asked for authorization to enter into a contract for consulting services with Karnerblue Era, and continue her partnership with the RDA team. This is a budget neutral item, and there would be no increase in the budget for this authorization.

B. Hanna's recommendation was to approve the revised consulting agreement subject to final review by legal counsel. L. Martinez moved for approval of the recommendation with a second by B. Joiner. All were in favor, and the motion was approved.

**VII. Unfinished Business:**

- a. **Public Comment:** *No comment.*
- b. **Other:** *None.*

**VIII. New Business:**

- a. **Public Comment:** *No comment.*
- b. **Town of Porter, Exemption Request:** D. Rosetti reported that the Town of Porter has requested an exemption for Phase I for \$660,318.40 which serves as the local match for the three bridges and the DK Trail. They have no control over who will receive the contracts, because the project is controlled by INDOT. INDOT complies with DBE requirements, and they are exceeding their goals in terms of DBE requirements issued through INDOT.

B. Hanna recommended acceptance of the recommendation. B. Joiner moved to approve the exemption, but to footnote achievement through the use of INDOT's guidelines with a second by H. Snyder. All were in favor and the motion was approved.

c. **Public Comment:** *No comment.*

d. **Other:** *None.*

IX. **2010/2011 Future Meeting Planning:** The quarterly Board structure and the monthly Working Groups are reflected in the planning calendar.

a. **Public Comment:** *No comment.*

b. **Working Group Meeting, November 23, 2010** Purdue Technology Center

c. **Working Group Meeting, December 21, 2010** Purdue Technology Center

d. **Other:** *None.*

X. **General Public Comment:** T. Rongers thanked the RDA Board for developing this opportunity to better service residents of northwest Indiana and expanding her outreach through the rearrangement of consulting services.

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

Respectfully submitted by Jillian Huber on December 14, 2010