**RDC annual meeting**

**Dec. 12, 2018**

**Meeting Minutes**

1. The meeting was called to order by RDC president Heather Blaudow.

**Members present** – Heather Blaudow, Suzanne Short, Shelley Haney, Brian Hurley and Shannon Walls (representing the MVCSC)

**Members absent** – Donetta Gee-Weller, and Larry Longman (council liaison)

**Others present** – Cathy Gardner, Clerk-Treasurer, Tonya Galbraith, Town Manager and Ryan Crum, Director of Planning & Building

1. **Approval of minutes** – A motion to approve the Aug. 2, 2018 minutes was made by Suzanne Short and seconded by Brian Hurley. Motion passes 4-0.

A motion to approve the Oct. 18, 2018 minutes, with a change in item #4 for Jan. 3, 2018 to be changed to Jan. 3, 2019 was made by Suzanne Short and seconded by Brian Hurley. Motion approved 3-0 with the correction.

A motion to approve the Nov. 1, 2018 minutes was made by Suzanne Short and seconded by Shelley Haney. Motion passes 4-0.

1. Annual Meeting – Heather Blaudow gave a brief Introduction and explained that the annual meeting was the result of a requirement found in HEA 1242. It should be noted that the only overlapping taxing district represented was the MVCSC and that person was our ex-officio school board representative Shannon Walls. Ms. Blaudow then introduced Loren Matthes and Emma Adlam of Umbaugh, who kicked off the presentation with a You Tube video produced by Aim. Ms. Matthes and Ms. Adlam then led the RDC through the TIF presentation and overview of McCordsville TIF districts. **(See handout).**
2. **Invoice approval** – Umbaugh invoice for realignment analysis in the amount of $9,963 was presented. Ms. Short questioned why the RDC should pay the full amount of the payment since the work done was directed to road funding. Ms. Short makes a motion to pay 50% of bill through RDC and the reminder through other town funds. The motion was seconded by Ms. Haney. Motion approved 4-0.

**Context Invoice** – Context Design submitted an invoice for $24,311.75 for the end of year close out. Ms. Short makes a motion to pay Context Design $24,311.75 for work conducted in 2018. The motion was seconded by Mr. Hurley. Motion approved 4-0.

**Context encumbrance** – The remainder of the contract amount for the Town Center planning being conducted by Context Design needs to be encumbered in order to use that amount in 2019. Ms. Haney makes motion to approve the encumbrance for Context Design in the amount of $22,425. The motion was seconded by Ms. Short. Motion approved 4-0.

**Veridus** – Veridus Group submitted their final two invoices for the Market Analysis. Ms. Short made a motion to approve Invoice 1099 in the amount of $14,347.80, along with the invoice for $330 received today. Motion seconded by Mr. Hurley. Motion passes 4-0.

1. **Urban Land Institute (ULI) contribution** – The Towns of McCordsville, Cumberland and New Palestine will be participating in an Urban Land Institute (ULI) study beginning on Jan. 13, 2019. The panel will do an intensive study of the Mt. Comfort Corridor and come up with recommendations, strategy and other outcomes at the end of the process. The bulk of the cost for the ULI panel is being picked up by Nine Star Connect and Hancock Health. Each of the three towns is being asked to contribute $10,000 to the overall cost of the panel. Ms. Haney makes a to pay $5,000 for the ULI from the 2018 budget and $5,000 in 201. The motion was seconded by Ms. Short. The motion was approved 4-0.
2. **Vacancy discussion** – Ms. Blaudow, who is leaving her position at the end of the year, suggested that we look at those who have skills in finance, development and other related areas. Ms. Short stated she would like to have someone with a development skill set, too. She felt there were three we should interview. The three will be contacted to come to the January 3, 2019 RDC meeting for interviews. The interview would be at 6:45, 7:15 and 7:45 p.m. They would each be interviewed for 20 minutes. Ms. Short work on a list of “homework” questions. Ms. Galbraith will issue the invitations tomorrow.
3. **Meeting schedule** – A schedule for the 2019 meetings of the RDC was discussed. Ms. Haney makes a motion to approve the schedule as presented. Mr. Hurley seconds the motion. Motion passes 4-0.
4. Ms. Blaudow made a motion to adjourn, seconded by Ms. Short. The commission thanked Ms. Blaudow for her service and wished her well.