

**City of Sault Ste. Marie
ECONOMIC DEVELOPMENT CORPORATION
Minutes of the Board of Directors Meeting
May 9, 2017**

1. Call to Order

Chairman Welton called the meeting to order with the time being 12:07 p.m.

2. Roll Call

Members Present:	Gwen Worley	Dan Dasho	Tom Veum
	Bob Mattson	Doug Welton	Jim Devaprasad
	Kelley Bunker	Dr. Rachael McCoy	Steve Glezen

Members Absent: None

Staff Present: Jeff Holt Tracey Laitinen

Also Present: Oliver Turner, City Manager
Jeff Hagan, EUP Regional Planning & Development
Tom Ewing, Chippewa Co. Economic Development Corp.
Tony Haller, SSM Chamber of Commerce
Rebecca Bolen, EUP Regional Planning & Development

3. Agenda: Changes, Additions, or Deletions

None at this time

4. Matters presented by the Public

None at this time

5. Approval of Minutes

It was moved by Dasho, supported by Worley to accept the April 11, 2017 minutes. The motion carried unanimously.

6. Approval of Financial Report & Check Detail

Profit & Loss, Balance Sheet and Check Detail were submitted. Welton noted that our budget is on track noting a recent expense of \$5633 to get the Air Industrial Park lots ready to sell. Laitinen noted that if the City Commission approves the budget on May 15th that this cost would be reimbursed from TIFA III.

It was moved by Glezen, supported by Mattson to accept the financial report as presented. The motion carried unanimously.

7. Reappointment of Board Members

Board member terms are due to expire. These members wish to renew their terms as follows:

Tom Veum	6.1.2017	Term to run 6.1.2017 to 6.1.2023
Doug Welton	6.1.2017	Term to run 6.1.2017 to 6.1.2023
Dan Dasho	6.1.2017	Term to run 6.1.2017 to 6.1.2023
Steve Glezen	6.1.2017	Term to run 6.1.2017 to 6.1.2023

It was moved by Worley, supported by McCoy to reappoint Veum, Welton, Dasho and Glezen with a term to expire on 6.1.2023. The motion carried unanimously.

8. **Nomination of Officers**

Bi-annually, the EDC elects officers for a two-year period, beginning July 1st in the odd years. Current officers are:

<u>Office</u>	<u>Current</u>	<u>Term</u>
Chairman	Doug Welton	7.1.2017 to 6.30.2019
Vice Chairman	Kelley Bunker	7.1.2017 to 6.30.2019
Secretary	Dan Dasho	7.1.2017 to 6.30.2019
Treasurer	Jim Devaprasad	7.1.2017 to 6.30.2019

Welton asked to pull his name from the list, expecting additional travel during the summer months. Bunker nominated Worley to be the Chair. Worley.

It was moved by Bunker, supported by Glezen to appoint Worley as EDC Chairperson with a term to expire on 6.1.2018. The motion carried unanimously.

Turner took time to thank Welton for his service during the EDC transition highlighting the growth and expanded resources. Welton noted it was an all-around different environment at the EDC and that it had been a pleasure to serve.

It was moved by Glezen, supported by Veum to reappoint the slate of officers as presented regarding Vice Chairman-Bunker, Secretary-Dasho and Treasurer-Devaprasad, with terms to expire on 6.30.2019. The motion carried unanimously.

9. **Acceptance of Final Budgets**

Pending City Commission final approval on May 15th, our budgets will be as presented in the packet. Holt noted on page 16: EDC budget - LDFA is expected to have revenue this year; if LSSU SIM does not renew their lease the budget is accurate – if they do renew their lease then we would have additional revenue to report; Essex transfer in to EDC is \$15,000/year and EDC staff will work to discontinue use of these funds; PT staff wages have been included in this budget as of July 1. Regarding page 17 – Essex fund, no change. Page 18 – Incubator – our largest tenant lease will expire in August 2018. Discussion was had on length an entity can be in the incubator and potential for increased rent. Page 19 – Contingency fund – EDC anticipates a vehicle purchase in 2018.

It was moved by McCoy, supported by Dasho to accept the budgets for fiscal 2017-2018 and 2018-2019 as presented. The motion carried unanimously.

10. **Events**

- a. Holt reported that the Economic Luncheon was successful and thanked Haller for allowing him to be a speaker.
- b. U of M Road Scholars were in town last week and Holt presented the Concierge Program as well as City assets. Most travelers had not been to the U.P. and Turner noted it was good to get their perspective on our community. Holt noted that an economist was present that had completed a study on Chippewa County. More info will be shared at a later date.
- c. MEDC Ontario site visit went well. An MEDC representative specializing in International Trade was able to partake.

d. Laitinen noted that the December Manufacturing Event would be on October 3rd at the LSSU Crow's Nest to avoid the holiday season and to take advantage of Manufacturing Week celebrations. Speakers are already being lined up.

There was a short discussion about activities at LSSU and the group took time to think about the losses to our community this week by having a moment of silence for Dr. Pleger and Dr. Lukenda.

11. Goals/Projects

- a. Holt gave an updated on the Air Industrial Park lots and CREAD. Holt, Laitinen, Turner and Cannello met and are working on an updated EDC/City agreement.
- b. Concierge Program is progressing well with the mailings and outreach. A client from Ann Arbor is working with Holt on moving back to the Sault.
- c. Airport construction bids came in under budget. Construction is slated for 2 weeks in August. MDOT AERO is covering 90% of the cost with 10% coming from TIFA III. Construction bids have not been awarded at this point.

12. Director's Report

Holt discussed projects currently underway.

13. Other matters

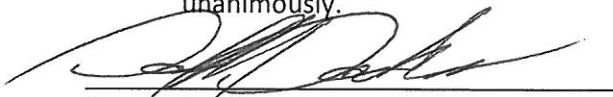
Haller invited the group to the Meijer ribbon cutting on May 18th at 10am with the WMH Fast Track clinic ribbon cutting to follow. May 18th is a busy day with Business After 5 from 5-7pm at the Chippewa County Credit Union followed by Ladies Night downtown.

Worley inquired on the newly formed UP EDO group. Initial feelings from Holt, Hagan and Ewing were that the group was not including the EUP. Bunker inquired about the possibility of partnering. Hagan mentioned revitalizing UPEDA and funding it would make more sense.

Welton noted that a team was working on Holt's annual performance evaluation and that an update would be given at the June meeting. Worley, Welton, Turner and Holt will meet prior.

14. Adjournment

It was moved by Veum, supported by Bunker to adjourn the meeting at 1:05 pm. The motion carried unanimously.



Dan Dasho, Secretary