

**City of Sault Ste. Marie  
Tax Increment Finance Authority III (Airport TIFA)  
Meeting Minutes  
April 11, 2017 1:00pm @ Smartzone**

**1. Call to Order**

Veum called the meeting to order at 1:09 p.m.

**2. Roll Call**

**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: Josh Billington, SBDC

**3. Agenda: Changes, Additions, or Deletions - None**

**4. Matters presented by the Public – None**

**5. Approval of Minutes**

It was moved by Welton, supported by Dasho, to approve the minutes from March 14, 2017. The motion carried unanimously.

**6. Financial Report**

Balance Sheet, Profit & Loss Statement and Check Detail were in the packet.

Moved by Bunker, supported by Worley to approve the financial report as presented. The motion was carried unanimously.

**7. EDC Service Agreement**

In order to be compliant and transparent with TIF funds it was recommended by City Manager Turner and City Attorney Cannello that an EDC Service Agreement. The EDC is the administrator of the TIFA III finances and in turn assists in capital improvement projects, meeting coordination, economic development as referenced to in Section 3 of the attached agreement. This will also allow for discussion of services provided as well as according compensation annually between the two entities.

Moved by Worley, supported by Glezen to approve the service contract as presented and sign. The motion was carried unanimously.

**8. Update on Airport Projects**

- a. Holt reported that the PFC Overlay project will be bid in May. A pre-bid meeting is scheduled for April 19<sup>th</sup> 11-Noon at the terminal. This runway overlay project was funded by a 90:10 MDOT Aero grant.
- b. Holt noted that AeroMed, the air ambulance company, is coming to the Sault. They have a signed agreement with War Memorial Hospital. Holt has a conference call with AeroMed this Friday to discuss their hangar and housing needs. They will be using the open hangar until October but they know that this is a temporary arrangement.
- c. Holt shared that the Air Industrial Park lot descriptions and drawings are complete. The process is moving forward and we will have more to report in May after meeting with CREAD. 2 handouts were available that highlighted the vacant air related lots and then the lots on the North side of Meridian.
- d. Holt updated the group on the capital improvement project set for the airport terminal parking lot. Laitinen and Putnam have been working closely with City Engineering and Cloverland on the plan to improve the lighting situation and brighten up the new sign and driveway entrance off Meridian and bids are due in by April 12th.

**9. Other Matters – none at this time**

**10. Adjournment**

It was moved by Welton, supported by McCoy to adjourn the meeting at 1:24pm. Motion carried unanimously.



Secretary Dan Dasho