

**City of Sault Ste. Marie  
ECONOMIC DEVELOPMENT CORPORATION  
Minutes of the Board of Directors Meeting  
May 11, 2021 In-person & Zoom**

**1. Call to Order & Introductions**

Chair McCoy called the meeting to order with the time being 12:01pm

**2. Roll Call**

Members Present:	Dr. Rachael McCoy	Tim Ellis	Jim Devaprasad
	Dan Dasho	Kelley Bunker	Rob Landis
	Tom Veum		

Members Absent: Gary Sharp

Staff Present: Jeff Holt Tracey Laitinen

Others Present: City Commissioner Liaison, Shane Miller  
Tony Haller, Chamber of Commerce  
Jeff Hagan, EUP Regional Planning  
Chris Olson, President Chippewa Co. EDC

*It was moved by Bunker, supported by Devaprasad to excuse those board members absent. The motion carried unanimously.*

**3. Agenda: Changes, Additions, or Deletions**

*It was moved by Bunker supported by Landis to change the agenda in line 5. From March 9, 2021 to April 13, 2021 and to delete item #14 from the agenda to be discussed at a May 19<sup>th</sup> meeting. The motion carried unanimously.*

**4. Matters presented by the Public**

Hagan gave an update on the recent guidance from Treasury on the Recovery Act including the need for recipients to have a DUNS number and be registered on SAM.gov. Hagan also reported on the most recent availability of EDA funding for planning and technical assistance. Hagan also explained the new ARPA funds coming to government agencies: State and Local Coronavirus Fiscal Recovery Funds (naco.org)

On March 11, President Biden signed the \$1.9 trillion American Rescue Plan Act of 2021 (P.L. 11-2), which established the \$362 billion Coronavirus State and Local Fiscal Recovery Fund. Of this total, \$65.1 billion is provided in direct aid to counties and additional \$1.5 billion for public lands counties.

**2. WHAT ARE THE SPECIFIC ALLOWABLE USES OF FUNDS? ARE THERE ANY RESTRICTIONS?**

The bill allocates \$65.1 billion in direct federal aid to all counties based on their share of the U.S. population.

Allowable uses outlined in the bill include (but are not limited to):

- Responding to or mitigate the public health emergency with respect to the COVID-19 emergency or its negative economic impacts;
- Providing government services to the extent of the reduction in revenue;
- Make necessary investments in water, sewer, or broadband infrastructure; and
- Responding to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.

**3. HOW WILL FUNDS BE ADMINISTERED AND AUDITED?**

Listed below are the general guidelines for the U.S. Department of Treasury's program administration of the State and Local Coronavirus Fiscal Recovery Fund.

- The deadline to spend funds is December 31, 2024.

- The U.S. Treasury is required to pay the first tranche to counties not later than 60-days after enactment, and second payment no earlier than 12 months after the first payment.
- The law provides an additional \$77 million for the Government Accountability Office and \$40 million for the Pandemic Response and Accountability Committee for oversight and to promote transparency and accountability.

**5. Ratify the previous month's action items of April 13, 2021**

*a. It was moved by Ellis, supported by Dasho to excuse those board members absent. The motion carried unanimously.*

*b. It was moved by Ellis, supported by Landis to approve the land sales for Project Birch. The motion carried unanimously.* Devaprasad inquired about the listing price vs. the selling price and in the future would like to have property assessments discussed immediately prior to any action item. McCoy asked about the length the lots were listed and Holt replied for over two years and that each lot was listed separately on an agreed price set by the Assessor, the EDC, the City Commission, and Smith & Company. Landis inquired on how the SEV would be assigned once they were sold and put back on the tax rolls. Holt will follow up and report back at the next board meeting.

*c. It was moved by Landis, supported by Dasho to approve the meeting minutes from March 9, 2021. The motion carried unanimously.*

*d. It was moved by Dasho, supported by Ellis to accept the financial report as presented. The motion carried unanimously.*

*e. It was moved by Ellis, supported by Bunker to approval to table entering into closed session for J. Holt performance evaluation. The motion carried unanimously.*

**6. Approval of Minutes**

*It was moved by Dasho supported by Ellis to accept the April 13, 2021 EDC Board Meeting. The motion carried unanimously.*

**7. Approval of Financial Report: Profit & Loss, Balance Sheet & Check Detail**

Laitinen reviewed each fund YTD, Redevelopment, Essex, Incubator, and EDC Operations. Rent invoices were just sent out. Prior to June 30 we will need to amend the Incubator repairs and maintenance due to the sewer line emergency repairs. For EDC Operations, grant revenues are still coming in and expenses are under budget due to Covid.

*It was moved by Devaprasad, supported by Landis to accept the financial report as presented. The motion carried unanimously.*

**8. Approval of City Commission approved budget FY 21-22 & 22-23**

Holt explained the budget process and shared that cuts were made to several departments. Miller agreed that it was tough budget year and everyone took a lot of cuts. Holt noted that the EDC worked to secure additional funding sources including Covid grant administration and the Gateway grant. Dasho asked Miller what the City anticipates receiving as far as revenues coming out of Covid to which Miller explained that things are better, but not back up to their pre-pandemic levels. Holt explained how the EDC put together a conservative budget and that with the LDFA restructure that revenue should improve.

*It was moved by Landis, supported by Ellis to accept the City Commission approved budget as presented. The motion carried unanimously.*

**9. Election of Officers for a 2-year term July 1, 2021-June 30, 2023**

*It was moved by Landis, supported by Ellis to elect Dan Dasho as the EDC Chair for a 2-year term July 1, 2021-June 30, 2023. The motion carried unanimously.*

It was moved by Dasho, supported by Veum to elect Kelley Bunker as the EDC Vice Chair for a 2-year term July 1, 2021-June 30, 2023. The motion carried unanimously.

It was moved by Bunker, supported by Devaprasad to elect Tim Ellis as the EDC Secretary for a 2-year term July 1, 2021-June 30, 2023. The motion carried unanimously.

It was moved by Landis, supported by Bunker to elect Jim Devaprasad as the EDC Treasurer for a 2-year term July 1, 2021-June 30, 2023. The motion carried unanimously.

**10. Director's Report**

Holt gave a verbal report to the board.

**11. Status Reports** – summaries of meetings were included along with the flyer for Return North on May 20<sup>th</sup>, Young Eagles on June 5<sup>th</sup>, and the Downtown Access and Placemaking map.

Miller gave an update on the placemaking improvements. McCoy inquired about the City's plan to minimize the impact.

Holt shared an update from the City Manager:

*The City of Sault Ste Marie will be undertaking a significant renovation/reconstruction project throughout the Downtown area this summer. The project, referred to as the Downtown Access and Placemaking Project, is a \$6+million investment in new roads, underground utilities, parking lots and Placemaking elements.*

*In order to minimize as much disruption as possible, the project will happen in 4 phases. Each phase will be closed to any thru traffic or parking and will last roughly a month. The attached document titled "DTAAP Timelines" outlines the schedule, which includes;*

- |    |                     |                          |
|----|---------------------|--------------------------|
| 1. | North Court Street  |                          |
|    | Start - May 17th    | Completion - June 17th   |
| 2. | South Court Street  |                          |
|    | Start - June 21st   | Completion - July 15th   |
| 3. | Oaka Alley          |                          |
|    | Start - July 19th   | Completion - August 27th |
| 4. | Arlington Road      |                          |
|    | Start - August 30th | Completion - October 1   |

*To help identify parking options during this time, we have developed a google map layer that anyone can access to find available parking lots. Some are metered, some are not. The link below can be used on a computer or a cell phone. We'll update it as the project moves through the phases and as we find other parking alternatives. Open parking is shaded purple and closed lots/roads are shaded red. This link is shareable and can be placed in other emails or on social media accounts.*

<https://bit.ly/2QWS9rq>

*Also attached is a different map that shows the locations of the city parking lots but also includes available on-street parking opportunities for use by customers and businesses.*

*And as a reminder, the City's Parking Garage is available. The structure is located at 545 Osborn Blvd.*

*We understand that this investment and the associated closures will create frustrations throughout the summer months. In order to help keep communication open, we are asking for questions or concerns to be emailed to Sue at [sgoetz@saultcity.com](mailto:sgoetz@saultcity.com). Once Sue receives them, she will be able to route your email to the appropriate department for follow up.*

*Please help get the word out and share this information with your employees and customers. Information and updates will be found on the City's Facebook account. We would highly recommend following the City's account and sharing any relevant information on your own Facebook account.*

*We appreciate your patience during this project.*

**12. Other Matters-none at this time**

**13. Next meeting is June 8, 2021 and is expected to be a hybrid of in person and Zoom.**

**15. Adjournment**

*It was moved by Ellis, supported by Dasho to adjourn the meeting at 12:51 pm. The motion carried unanimously.*



Tim Ellis, Secretary