

Antrim County

Economic Development Corporation

Mission Statement: Retain, expand, and promote County-wide economic growth and stability.

January 19, 2016

Minutes

Members present: Mike Allison, Sherry Comben, Pete Garwood, Dave Heeres, Dawn LaVanway, Kathy Peterson, Bonnie Robbins, Veronica Welter
Members Absent: Jan Bassett was present via speakerphone
Others Present: Janet Koch, David Dunworth, John Meeske, Carole Meeske, Derek Meeske, Bethany Whitley

1. Call to Order

The meeting was called to order at 9:07 a.m. by Peter Garwood, County Administrator.

2. Public Comment

None.

3. Organizational Meeting

Mr. Garwood chaired the organizational meeting.

Election of Officers

Nominations for President:

Bonnie Robbins nominated Dawn LaVanway for President of the Economic Development Commission (EDC).

Motion by Sherry Comben, seconded by Mike Allison, to close the nominations and to cast a unanimous ballot for Dawn LaVanway for President of the Antrim County Economic Development Corporation. Motion carried – unanimous.

Nominations for Vice-President:

Sherry Comben nominated Jan Bassett for Vice-President.

Motion by Mike Allison, seconded by Veronica Welter, to close the nominations and to cast a unanimous ballot for Jan Bassett for Vice-President of the Antrim County Economic Development Corporation. Motion carried – unanimous.

Nominations for Secretary:

Veronica Welter nominated Kathy Peterson for Secretary.

Motion by Sherry Comben, seconded by Bonnie Robbins, to close the nominations and to cast a unanimous ballot for Kathy Peterson for Secretary of the Antrim County Economic Development Corporation. Motion carried – unanimous.

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The remainder of the meeting was chaired by President Dawn LaVanway.

Meeting Dates and Time:

Motion by Dave Heeres, seconded by Mike Allison, to hold monthly meetings on the third Tuesday of every month at 9:00 am. Motion carried – unanimous.

4. Approval of Minutes

Motion by Bonnie Robbins, seconded by Mike Allison, to approve the minutes of November 17, 2015 as presented. Motion carried – unanimous.

5. Strategic Plan

The EDC reviewed the strategic plan.

Ms. Comben mentioned revising the EDCs bylaws. Ms. LaVanway asked to have the revision of the bylaws put on the next agenda.

Mr. Heeres suggesting having the EDCs mission statement placed at the top of all future agendas. The EDC agreed.

6. Electronic Meeting Participation

Mr. Garwood reviewed the memo distributed in the agenda packets. He added that the EDCs bylaws would need to be revised to allow participating in the meeting electronically. The EDC discussed how much advance notice for attending electronically would be required. Also discussed was how many times an EDC member could be allowed to participate electronically in a year.

7. Survey Participants

The EDC discussed to whom the survey should be sent. It was agreed that the survey should be sent to the area chambers of commerce and the Downtown Development Authorities (DDA's).

For townships and organizations without email contacts, Bethany Whitley, Northern Lakes Economic Alliance (NLEA), said the survey could be taken over the telephone.

After a timeline discussion, Janet Koch, Associate Planner, said she would begin compiling a list of names and contact information. At the February 16 meeting, the EDC will examine the list of people with no available email addresses and assign an EDC member to contact them by phone.

The online version of the survey will be sent out after the EDC's February 16 meeting; the EDC members will bring results of their phone surveys to the March 15 EDC meeting or send them to the Administration Office before the March meeting. Ms. Koch anticipated that she would present the survey results to the EDC at the April 19 meeting.

A number of small changes were made to the survey and the accompanying email introduction. Ms. Koch said she would send the email via "blind carbon copy" so email addresses would not be available to the viewers.

8. Member/Public Comment

Ms. Whitley introduced the recently completed 2016 Strategic Plan for the Village of Elk Rapids DDA, which is available on the Elk Rapids website. She noted that the DDA is large and that there are 35 goals listed in the new plan. Ms. Whitley said creating strategic plans is a new contracted service that the NLEA is providing. In response to a question from Ms. LaVanway, she added that it took about 6 months from start to finish. She told the EDC that the NLEA is working toward hiring a DDA director who will work for both the East Jordan and Elk Rapids DDAs.

Ms. Bassett said Northern Homes Community Development Corporation will be submitting a 57 unit multi-family development plan to the Elk Rapids

Mr. Allison said he has been working with the US 131 Corridor project. He also said the Mancelona-based Community Resource Development is also active.

Ms. LaVanway said East Jordan has been working to move the train out of the Memorial Park to provide more room for water views. She added that the East Jordan DDA has paid off its bonds and is looking forward to new projects.

Mr. Heeres said the recent Crowdfunding project in Ellsworth had exceeded the \$34,000 goal. This allowed a full match by the Michigan Economic Development Corporation. Phase 1, which was the demolition of building, site clearing and grading, is now complete. Ms. Whitley said Phase 2 will cost approximately \$600,000 and includes public restrooms, gazebo, fence, landscaping that includes paver walkways. A DNR grant application is being considered, however, a recreation plan will first need to be created.

Ms. Comben said the DURA property was now available for purchase at \$100.

Meeting was adjourned at 10:52 a.m.