

Economic Development Corporation

MINUTES

January 2, 2002 3 p.m.

Members Present: Richard Diebold, Bob Peterson, Laura Stanek, Allyn Wright, Sherry Comben, and Peter Garwood

Members Absent: Jerome Simowski, Tom Lane, and Robert Atkinson

Others Present: Tom Johnson, Janet Person, Howard Yamaguchi

1. Call to Order

Richard Diebold called the meeting to order at 3:00 p.m.

2. Approval of Minutes

Motion by Al Wright, supported by Sherry Comben, to approve the minutes of the December 5, 2001, meeting. Motion Carried – Unanimous.

3. NLEA Update

Tom Johnson updated the Corporation on the activities of NLEA. NLEA has established a Small Business Development Center with tri-county funds and State matching funds. There is now a small business counselor (Gary Walker) who will assist small businesses in the communities and serve as the point person between his clients and state and academic agencies for technology and knowledge transfer.

4. New Business – None.

5. Communications –

Pete Garwood noted that there was correspondence from SBA reminding recipients about micro-loans of up to \$35,000; call SBA for further info.

7. Member/Public Comment – None.

Meeting adjourned at 3:10 p.m.

Economic Development Corporation

MINUTES

February 6, 2002 - 3 p.m.

Members Present: Richard Diebold, Bob Peterson, Laura Stanek, Allyn Wright, Sherry Comben, Tom Lane, Robert Atkinson and Peter Garwood

Members Absent: Jerome Simowski

Others Present: Jack White, Howard Yamaguchi, Janet Person

1. Call to Order

Bob Atkinson called the meeting to order at 3:05 p.m.

2. Approval of Minutes

Motion by Allyn Wright, supported by Tom Lane to approve the January 2, 2002 minutes. Motion Carried – Unanimous.

3. NLEA/Link Michigan Updates

There were no NLEA staff present today. Howard reported that the scheduled meeting for the Link Michigan initiative at NLEA for last week was postponed due to a snowstorm, and that he would be reporting at the next EDC meeting about the initiative. Pete noted that NLEA is trying to set up a hi-tech task force from its member counties; Antrim County has turned down an offer from Grand Traverse EDA to join their group. Rick Diebold felt that grant deadlines are coming up fast, and the likelihood of obtaining an award was very high.

4. Old Business

Pete reported there was no news concerning the agreement between Mancelona Village and Mancelona Township on extending utilities to the redevelopment area. If utilities are pulled to the area, EDA and community development block grants are available to develop sites.

5. New Business

Allyn Wright provided some background for and initiated some discussion on promoting the Mancelona area as more of a recreation-friendly area (happy employees are good employees). Pete noted that this type of promotion can be done on brownfield web sites such as MI SiteDevelopment.org site.

Pete initiated discussion on value added agriculture to prepare for the EDC's adopting a resolution recommending the BOC's support for Rocky Top's application for a Julian-Stille Value-added Agriculture grant. Jack White noted that EDA is putting out a letter of support, and Rick Diebold noted that Julian-Stille lets economically borderline farmers to continue in the farming business. Janet Person noted the availability of on-line market for value-added agriculture products at Michigan Integrated Food and Farming Systems.

Motion by Bob Peterson, supported by Pete Garwood, to recommend that the Board of Commissioners issue a resolution of support for Rocky Top's

application for a Value-added Agriculture grant. Motion Carried – Unanimous.

6. Communications

Pete noted communications from the Michigan intermediary lending program: microloans for \$5K to \$35K for working capital. Letter from MI State Housing Development Authority: notice to public of no significant impact to environment, and notice to public for request for release of funds for working with Area Seniors Inc --- they got \$120K of MISHDA funds to develop 11 units. Also from Doug Rothwell --- NOI for community block grant funding

7. Member/Public Comment – None.

Meeting adjourned at 3:40 p.m.

Economic Development Corporation

MINUTES

March 6, 2002 - 3:03 p.m.

Members Present: Richard Diebold, Bob Peterson, Laura Stanek, Allyn Wright, Sherry Comben, Tom Lane, Robert Atkinson and Pete Garwood

Members Absent: Jerome Simowski

Others Present: Howard Yamaguchi, and Sheri Rhoads

1. Call to Order

Rick Diebold called the meeting to order at 3:03 p.m.

2. Approval of Minutes

Motion by Tom Lane, supported by Laura Stanek to approve the February 6, 2002 minutes. Motion carried – unanimous.

3. NLEA Updates

Link Michigan

Sheri Rhoads briefed the group on the state government's Link Michigan initiative, and NLEA's efforts to organize a Notice of Intent (NOI) to apply for the Link Michigan grant for the tri-county area of Antrim, Charlevoix, and Emmet. The grant would fund a study to see what kind of hi-speed telecommunication infrastructure is in place, what kind of demand there is for the various available technologies, and how we can phase infrastructure development to meet the demand. For a \$90,000+ grant amount, the local match would be approximately \$20 thousand dollars, most of which would come from various partners. Ms. Rhoads noted that the Detroit auto manufacturers, for example, are requiring high-speed connections with their sub-contractors for on-line design collaboration and monitoring. After the study is complete, grants may be forthcoming for plan implementation. MLEA is seeking a resolution from the County in support of the NOI and the Grant Application. Emmet has passed such a resolution, and Charlevoix has passed one in support of the NOI, with a separate one coming for the Grant Application.

Motion by Pete Garwood, supported by Rick Diebold to recommend the Board of Commissioners adopt a resolution of support (attached) for the NOI and the grant application by the NLEA to the Link Michigan Initiative for funding a telecommunication infrastructure plan for the tri-county area. Motion carried – unanimous.

Brewery Closeout

Ms. Rhoads briefed the EDC on the closeout procedure being followed by NLEA on the block grant from the State of Michigan to Antrim County, which in turn, provided a \$218,000 loan for the Traverse Bay Brewing Co. in Elk Rapids. The business is doing well. The closeout of the block grant and audit requires public hearing.

4. Old Business

There was a query about when we might find out about whether Rocky Top was awarded the Julian-Stille Value-added Agriculture grant. Staff will check into this.

5. New Business

Howard Yamaguchi noted that the County has commenced posting EDC and BRA minutes and agendas on its official website at <http://www.antrimcounty.org>.

Allyn Wright noted that at the CRD meeting in Mancelona, there appeared to be a perception of a lack of cooperation and communication between the EDC and the CRD. Particularly noted was the lack of participation by the CRD in the administration of the EPA grants. Rick Diebold noted that lines of communication have always been open between the two entities, and the CRD is always welcome to come and talk with the EDC. Mr. Wright also briefed the group on the presentation at the CRD by DKL Construction Managers Inc.

6. Communication – None.

7. Member/Public Comment - None

Meeting adjourned at 3:40 p.m.

Economic Development Corporation

April 3, 2002
Minutes

Members Present: Peter Garwood, Jerome Simowski, Bob Peterson, Robert Atkinson,
Tom Lane, Sherry Comben, Allyn Wright
Members Absent: Richard Diebold and Laura Stanek
Others Present: None

1. Call to Order

Vice President, Robert Atkinson called the meeting to order at 3:10 p.m.

2. Approval of Minutes

Motion by Allyn Wright, supported by Tom Lane to approve the March 6, 2002 minutes.
Motion carried – unanimous.

3. NLEA Updates - None

4. Tar Lake Property

Inter governmental agreement between Mancelona Township and Village. Mr. Pete Garwood will check on the progress.

5. Brewery Closeout

Mr. Pete Garwood updated the EDC Members on the closeout of the Traverse Brewery Company Grant.

6. Michigan Economic Development Corporation (MEDC) Agreement

The Coordinator/Planner office received an invitation to enter in to partnership agreement with the MEDC.

Members of the EDC were under the impression we had already approved the partnership agreement.

Mr. Garwood will check on the status of the agreement.

Meeting adjourned at 3:30 p.m.

Economic Development Corporation

May 1, 2002
Minutes

Members Present: Peter Garwood, Jerome Simowski, Bob Peterson, Tom Lane, Sherry Comben, Laura Stanek, Allyn Wright
Members Absent: Richard Diebold and Robert Atkinson
Others Present: Howard Yamaguchi

1. Call to Order

Pete Garwood called the meeting to order at 3:06 p.m.

2. Approval of Minutes

Motion by Jerome Simowski, supported by Tom Lane, to approve the April 3, 2002 minutes. Motion carried – unanimous.

3. NLEA Update -

Sheri Rhoads of NLEA submitted a written update of the month's activity. Pete Garwood presented the update, covering IDEA planning committee in Ellsworth, Link Michigan grant application status, CDBG training grants, Mancelona Village gateway grants, downtown revitalization seminar, business development specialist update, and Traverse Brewing Co. grant closeout.

4. Michigan Economic Development Corporation (MEDC) Agreement

Staff will commence paperwork on Antrim County EDC's joining MEDC. We will need to review amendments to currently used agreement before joining. Some discussion followed on the advantages of joining the MEDC.

5. Meeting Notices and Minutes to Gary Knapp

Allyn Wright suggested that EDC and BRA meeting notices be sent to Gary Knapp of Mancelona CRD on a regular basis so Mr. Knapp could be aware of and attend our meetings as he sees fit. Staff will ensure that this happen.

6. Old business/communications - none

Meeting adjourned at 3:34 p.m.

Economic Development Corporation

June 5, 2002

Minutes

Members Present: Richard Diebold, Robert Atkinson, Peter Garwood, Jerome Simowski, Bob Peterson, Tom Lane, Sherry Comben, Laura Stanek, Allyn Wright

Members Absent: None

Others Present: Howard Yamaguchi, Sheri Rhoads, Wendy Wieland, Gary Walker, Jean Derenzy, Jack White, and Don Schuiteman

1. Call to Order

Rick Diebold called the meeting to order at 3:02 p.m.

2. Approval of Minutes

Motion by Jerome Simowski, supported by Allyn Wright, to approve the May 1, 2002 minutes. Motion carried – unanimous.

3. NLEA Update -

Sheri Rhoads of NLEA gave an update of the economic development activities for the past month. Covered were Mancelona Gateway CDBG Grant (Apps due for the \$100K, \$10K local match for signage, snowmobile staging area, etc --- goal is to tap 3,000 autos per day and 10,000 snowmobiles/day), and the Link Michigan Grant (\$67.5K grant \$22.5K local match NOI approved, app due July 18, local funding must be secured ASAP, getting input from stakeholders). Wendy Wieland, agribusiness specialist, briefed the EDC on agribusiness and value-added agriculture projects underway in Antrim County: small grains processing, retail, and agribusiness. She is also involved with education activities (tours and conferences). Gary Walker started in January to start the Small Business Development Center. He briefed the group on the various clients in the county, which include agricultural clients, business startups and consulting for existing businesses, and on the various course offerings available through his office. Rick Diebold thanked the speakers for their comprehensive presentation.

4. Michigan Economic Development Corp. (MEDC) Agreement

Pete Garwood briefed the group on his conversation with MEDC staff on the advantages that would accrue to Antrim County if the EDC joins MEDC. The only apparent advantage would be some staff training that would be available to the EDC. Pete noted also that a 100% approval vote of the member parties is required to abolish the MEDC. In response to a question from Mr. Garwood, Jean Derenzy of Grand Traverse County informed the EDC that Grand Traverse County opted not to join MEDC because of the apparent lack of benefits to the County.

Motion by Jerome Simowski, supported by Rick Diebold, to cease pursuit of Antrim County EDC membership in the Michigan Economic Development Corporation (MEDC). Unanimous

5. Member Comment

Allyn Wright initiated discussion on the current situation regarding the responsibility of DURA in the proposed plume cleanup operations in Mancelona. Could the cleanup responsibility be part of the Brownfield plan? John D'Addona noted that it could be part of a brownfield project only if there is an economic development activity associated with the cleanup effort.

6. Old business/communications - none

Meeting adjourned at 3:40 p.m.

Economic Development Corporation

September 4, 2002
Minutes

Members Present: Richard Diebold, Robert Atkinson, Peter Garwood, Jerome Simowski, Bob Peterson, Tom Lane, Sherry Comben, Laura Stanek
Members Absent: Allyn Wright
Others Present: Howard Yamaguchi, Janet Person, Tom Johnson, Ed and Kathy Crippen

1. Call to Order

Rick Diebold called the meeting to order at 3:02 p.m.

2. Approval of Minutes

Motion by Rick Diebold, supported by Robert Atkinson, to approve the June 5, 2002 minutes. Motion carried – unanimous.

3. NLEA Update -

Tom Johnson gave the NLEA update. He mentioned the very successful business development center, designated as the lead contact for northern Michigan by the Small Business Agency for hi-tech enterprises. This is very important, as they want to demonstration projects in hi-tech, low impact, high-paying jobs in the region. NLEA is currently search for funding for the projects.

In the value-added agriculture program, NLEA's forte is implementing programs --- is currently working on farmers with woodlots (selective cutting), with Rocky Top, and with Stonehedge Farms (wool production). NLEA has just applied for New Market Tax Credits for economic and community development projects for low-income communities. This will allow equity investments as well as grants and loans in projects. This is not HUD money --- it is targeted toward low-income communities. For Bellaire Seniors, a senior housing complex of 11 units; NLEA made the final payment. There appears to be enough land to construct an additional 11 units. NLEA is also involved heavily with the Ellsworth IDEA group

At the recent budget requests for the next fiscal year, the \$10,000 allocation for the business development center was not approved by the Finance Committee. Tom Johnson will argue the case before the County Finance Committee to have the funding restored.

4. Bellaire Downtown Study (MEDC Community Block Dev. Grant)

Eric Cline, Bellaire Village Manager, briefly noted that Bellaire, East Jordan, Ellsworth, Central Lake and maybe Alden were under consideration for block development grants for development studies of their downtown areas. Not much is known about this at this point, pending a meeting scheduled for the next day in East Jordan. Eric will return to brief the group on the developments.

5. Antrim County Master Plan – EDC Role

Howard Yamaguchi introduced the old (1999) EDC economic development plan document to the EDC. Eric Cline, who was Associate Planner at the time the documents were prepared, reminded the group on the history of the document.

Eric noted that this document provides a framework for developing an economic development plan for the County, incorporating work performed by townships and villages to date. He stated that the EDC endorsed this document as a starting point for planning. Rick Diebold noted that the start of the BRA projects and personnel changes put economic development on the back burner. With the winding down of the EPA brownfield grants, this process can start up again.

Tom Johnson, who helped develop the original document, pledged NLEA's help. Tom briefed the EDC on the grass-roots Emmet 2020 initiative, doing an economic and quality of life plan for entire county. Pete Garwood noted that Benzie County also had a similar process, but it was done through the Planning Commission. The massive public input process in Emmet is the most effective but also the most expensive and time-consuming way.

Rick Diebold suggested appointing an EDC core group to work on the project, then have the core group present ideas to the larger group. Perhaps subgroups from the Planning Commission and from the EDC could get together and develop the plan. The NLEA and the Coordinator/Planner Office could work with the Planning Commission master plan subcommittee and meet with the EDC subcommittee. Rick Diebold can work in this EDC subgroup, as can Jerry Simowski (except Jan, Feb, and Mar.)

6. Helena/Alden DDA

Pete Garwood briefed the EDC on a meeting he had with two Helena Twp. Board members and two volunteers. There is a proposal to start a Helena/Alden Downtown Development Authority, extending from Crystal Beach Road to Clam River. The DDA is in accordance with their master plan, and is related sewerage and water quality issues in the village, making it an unusual set of drivers for DDA formation. Pete cautioned the Helena group that in order to obtain favorable consideration from the Board of Commissioners, the DDA must show benefits to the greater region as well as to the immediate area.

7. New/Old business/Communications

Pete Garwood indicated that notices had been received from MEDC that five job training grants had been awarded to Antrim Co. businesses. These were not through the NLEA, but were the Department of Education funds. There is also a MEDC workshop in Traverse City, all interested EDC members could attend --- contact the Coordinator/Planner Office.

Meeting adjourned at 4:11 p.m.

Economic Development Corporation

October 2, 2002
Minutes

Members Present: Allyn Wright, Robert Atkinson, Peter Garwood, Jerome Simowski,
Bob Peterson, Tom Lane, Sherry Comben
Members Absent: Richard Diebold, Laura Stanek
Others Present: Howard Yamaguchi, Eric Cline, and Tom Johnson

1. Call to Order

Robert Atkinson called the meeting to order at 3:03 p.m.

2. Approval of Minutes

Motion by Sherry Comben, supported by Jerry Simowski, to approve the September 4, 2002 minutes. Motion carried – unanimous.

3. NLEA Update -

Tom Johnson gave the NLEA update. The County Board of Commissioners has decided to continue support of the small business support center, NLEA will report to full board quarterly.

NLEA is the point of contact for high-tech industry inquiries for the region. It is setting its office up as a national demonstration project for hi-tech business deployment in rural areas. As a rural technology resource center, NLEA will probably need to increase its staff by 3, and seek federal funding. One activity will be to spot commercially viable technologies in universities around the state, organize entrepreneurs to develop them commercially, and obtain venture capital to fund them.

There are also federal funds for small business incubators. For Hi-tech business deployment, NLEA would provide a business counselor (one additional staff), venture capital, then an initial home for it (lo-cost office space). The goal will be the ability to locate a hi-tech firm as easily in Antrim County as in Traverse City or points further to the south. Tom gave an example of a Bellaire manufacturer of an innovative heat pump. He will have handouts about this program by the next meeting.

Allyn Wright added that part of attracting businesses here would be promoting the good life up north, emphasizing the benefits of moving out here, such as skiing, hunting, fishing, etc. Happy employees are good employees. Pete Garwood noted that NLEA, in the past, has published a quality of life brochure for the three-county region. The last brochure done specifically for Antrim County was 15 years ago. Jerry Simowski noted that publishing a new brochure would require our having all chambers of commerce aboard the team. Eric Cline informed the EDC that many Chambers of Commerce have become increasingly cooperative over the past year.

4. Downtown Studies (MEDC Community Block Development Grant)

Eric Cline, Bellaire Village Manager, briefed the EDC on the various meetings held to date. Bellaire, Central Lake, Ellsworth, and East Jordan are applying for a MEDC community block development grant for assessing the health of their respective downtowns and performing some business and economic development planning. There have been several meetings to date with

NLEA facilitation, developing a strategy for the grant application. There is a 50% match, with half of the \$40,000 grant amount being funded by the four communities. Eric, on behalf of the three Antrim County villages, requested token funding from the EDC/County to contribute to the local match amount. One of the compelling reasons for participation would be the utility of the data for the County master plan.

Pete Garwood asked why Elk Rapids and Mancelona were not included in the study. Eric replied that MEDC wanted those communities located off the major highways and without proximity to major cities. Tom Johnson added that another objective was to study the area around the northern chain of lakes, an area economically less developed than the areas around the other two villages. Eric suggested that this is more of an economic development study for the area.

Pete noted that since there is no budget in the EDC for this sort of contribution, we must go to Finance Committee and ask for funding. If the finance committee approves, then it becomes a recommendation to the Board of Commissioners (BOC). Allyn Wright felt that Mancelona should be part of such a study. Tom Johnston asked MEDC to include the other villages, but MEDC did not want to expand the scope. The study thus is not county-wide, but may be worth asking the BOC.

Sherry Comben asked about the information that the County would obtain from this study. Eric Cline replied that we will obtain an assessment of the overall health of the downtown communities: current business mix, potential, markets, downtown improvements, etc. The results will be a tool for development planning. Pete Garwood would like to see a carrot: if the project would include Elk Rapids, Mancelona, Alden, and Alba, then Co would come up with a bigger match. Eric argued for County support, since the study will cover 3/5 of villages in the County.

Allyn Wright suggested that the EDC point out to the finance committee that MEDC imposed this study without EDC input, but there may be merit for consideration. Jerome Simowski asked whether NLEA had any information on the downtowns. Tom Johnson and Pete Garwood both replied that there had been no such study in the past by NLEA. Tom Johnson thinks that there is great benefit from such a study, because it gives focus to the development of those communities, and starts them working together. MEDC has funded county-wide studies in the past, and this may be a good chance to request another one. The proposed study is the second one in the state, first one being on communities along the I-94 corridor.

Sherry Comben suggested that the EDC obtain all data in hand before going to the finance committee. Peter Garwood requested the grant proposal from Eric. Eric noted that the County's contribution could wait for a while, and promised to obtain copies of the grant application in time for the meeting notice package next month. Allyn Wright reminded Eric that the EDC needs information on the match amounts being contributed by each community.

5. Antrim County Master Plan – EDC Role

Howard Yamaguchi noted that the Planning Commission has been informed of EDC's willingness to work together on the County Master Plan. A tentative joint meeting between the Planning Commission master plan subcommittee and representatives of the EDC is scheduled for the November 1.

6. Old/New Business

There was no old business.

For new business, Allyn Wright noted that he had stated his case for a brochure earlier. Pete Garwood added that if we are going to focus on an economic development plan for the County, it may be time to consider a strategy for PR about the County. Allyn suggested that the EDC talk to

the Commissioners about this. Jerry Simowski initiated some discussion on the contents and distribution of the brochure the last time the County attempted this. Howard briefed the EDC board on the database efforts underway by the Parks and Recreation Commission.

Sherry Comben reminded the EDC that they must concentrate on formulating the development plan first; the format, contents, and distribution of the brochure will be one of the end results derived from this effort.

**Motion by Pete Garwood, supported by Jerome Simowski, to adjourn. Unanimous.
Meeting adjourned at 4:13 p.m.**