

**Economic Development Corporation Board Meeting  
Oak Business Center  
Minutes of June 7, 2016**

**Present**

Derwin Munroe  
William Hammond  
Councilman Herbert Winfrey  
Councilman Kerry Nelson

**Absent**

Mayor Karen Weaver  
Agnes Naphier

**Other Present**

Mark Evans, Metro Community Dev.

**Staff Present**

Glenda R. Dunlap  
Wade Goble  
Gloria Shavers

**I. MEETING CALL TO ORDER:**

There being a quorum, the Economic Development Corporation board meeting was called to order by Councilman Kerry Nelson at 9:36 a.m.

**II. PUBLIC COMMENTS:**

There were no public comments.

**III. Approval of Previous Meeting's Minutes**

It was moved by Ms. Naphier and supported by Mr. Munroe to approve the May 3, 2016 minutes. Motion passed unanimously.

**IV. Reaffirming Resolution**

Councilman Nelson stated that the reaffirming resolution reaffirms the actions taken by the EDC President to carry out the OBC day to day operations between meetings.

It was moved by Mr. Hammond and supported by Mr. Munroe to approve the reaffirming resolution. Motion passed unanimously.

**V. Financial Reports**

EDC Financial Report for April 30, 2016

Mr. Goble reported the Economic Development corporation financial reports for the period ending April 30, 2016.

It was moved by Mr. Hammond and supported by Mr. Munroe to approve the EDC April 30, 2016 financial reports. Motion passed unanimously.

- Budget to Actual Report
- Available Revenue

**VI. Oak Business Center Committee Report.**

- Occupancy Report

Ms. Dunlap stated that OBC has a new tenant that is currently leasing unit 18. The company is Rightway Remediation. The company expects to get a demolition contract from the Landbank. She said Mr. Matt Hall wants to lease unit 12, however, water is being stored in the unit. Once the water is removed, Mr. Hall will be leasing unit 12 and is interested in leasing unit 7, as well. Ms. Dunlap reported that she had received two inquiries regarding leasing office space.

Ms. Dunlap informed the board of the human resources training session that are being offered at the OBC's Small Business Development Center on Thursday, June 9, 2016. The session is free and is for small businesses.

- Rent Collections Report

Ms. Dunlap reported that an eviction notice had been prepared and delivered to W.T. Stevens. She said a company representative, Mr. Grayer, came into the office and made three payments and assured Ms. Shavers that the account would be brought current. All tenants are current, except for Mr. Brown in unit 14, who is two months behind.

- Metro Flint Youthbuild Update – Property Manager

- Next Committee Meeting Tuesday, June 28, 2016, 3:00pm

**It was moved by Mr. Hammond and supported by Councilman Winfrey to accept the OBC report. Motion passed unanimously.**

#### **VII. Loan Review Committee Report**

Ms. Shavers reported that payments were made on all of the EDC loans with the exception of Banks & Banks and Pasadena Fresh Meat & Fish Market.

Ms. Dunlap said Attorney Boike informed her that he would be attending the EDC meeting, however he is not present. Ms. Dunlap said she has not been able to get in contact with Attorney Boike to get the loan agreement set up for Pasadena Meat Market. Ms. Dunlap said she would be contacting Attorney Boike when she gets back to the office.

**It was moved by Councilman Winfrey and supported by Mr. Munroe to accept the EDC report. Motion passed unanimously.**

- Next Committee Meeting Tuesday, June 21, 2016, 12:30 pm

#### **VIII. New Business**

Ms. Dunlap mentioned that the developer of the Phoenix Building Project would be presenting a 12 year OPRA to the board for approval. The developer plans to renovate the building for new tenants.

Ms. Dunlap said in the past, all tax abatements would come through the EDC board for review and approval after the developer/business present project information. The presentation afforded the board to ask questions and get a good understanding of the project before it provided a recommendation to the Council. She suggested that the process be resumed where such applications are first presented to the board prior to going before City Council.

Councilman Winfrey stated that he is not against abatements and that he is in favor of helping those businesses that really want to do business for the right reason.

Because the next regularly scheduled meeting of the EDC was scheduled for the day after the 4<sup>th</sup>, the board voted to change the meeting to the second Tuesday of July.

The board members all agreed to change the regularly scheduled board meeting to July 12, 2016 due to the 4<sup>th</sup> of July holiday.

**XI. Old Business**

There was no old business.

**X. Other New Business**

There was no other new business.

**XI. ADJOURNMENT**

**With no further business to conduct, Mr. Hammond called for a motion to adjourn the meeting at 10:02 a.m. Mr. Munroe seconded the motion. Motion passed unanimously**