

**Economic Development Corporation Board Meeting
Oak Business Center
Minutes of September 13, 2016**

Present

Derwin Munroe
William Hammond
Councilman Kerry Nelson

Absent

Mayor Karen Weaver
Councilman Herbert Winfrey

Others Present

Mark Evans, Metro Community Dev.
Reginald Flynn, Pastor, Foss Avenue
Baptist Church

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 8:35 a.m.

II. PUBLIC COMMENTS:

Mr. Flynn, Pastor of Foss Avenue Baptist Church, introduced himself to the board. He said he noticed the posting of the EDC meeting and decided to come and participate.

III. Approval of Previous Meeting's Minutes

It was moved by Mr. Hammond and supported by Mr. Munroe to approve the June 7, 2016 minutes. Motion passed unanimously.

IV. Reaffirming Resolution

Councilman Nelson stated that the reaffirming resolution reaffirms 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 July 31, 2016

Mr. Goble presented the Economic Development corporation financial reports for the period ending July 31, 2016.

Mr. Goble mentioned at the end of June 2016, \$20,000 was transferred from the OBC Fund to the 244 Fund. He said, \$40,000 was transferred from the EDC Funds to pay back the General Fund.

It was moved by Mr. Hammond and supported by Mr. Munroe to approve the EDC July 31, 2016 financial reports. Motion passed unanimously.

- Budget to Actual Report
- Available Revenue

VI. Oak Business Center Committee Report.

o Occupancy Report

Ms. Dunlap reported that the OBC Committee met two weeks ago and reviewed a proposal from Stellar Construction. The company's intent is to lease space in the Oak Business Center to have a presence in the Flint area. It plans to get involved in local housing development projects.

On behalf of the Flint Police Dept., Officer Terry Lewis has inquired about space at OBC to establish a service center. The unit agreed upon will be leased through a grant that the Department received. They are currently looking at unit 117.

Ms. Dunlap said a gentleman inquired about leasing one of the small units for his tax return business. He was emailed an application.

o Rent Collections Report

Ms. Dunlap added that W. T. Stevens was previously behind in its rent, but is now current and leasing units 201 and 202. She stated that W.T. Stevens has a contract with the City to replace waterlines.

Mr. Ray Jemerson, owner of Jemerson Sewing, notified us that his business has slowed down. As a result, he will be leasing only unit 4, instead of units 2 & 4.

AAQ Air Advanced Quality is current and leasing unit 103.

Michigan State University is leasing unit 211 and currently behind as a result of a mix-up with how the checks are being sent to us and who is receiving them. Gloria is working with MSU to clear up the matter.

Mr. Bill Brown is a long time tenant, leasing unit 14. He is about 4 months behind, but we're working with him.

Premier Powder Coating is current with its lease payments. Mr. Hall is currently leasing units 6, 8 and 10. November 1, 2016, he will begin leasing unit 12 as well.

Councilman Nelson asked Ms. Dunlap to provide a copy of the OBC tenants' rent report for the next EDC meeting.

Ms. Dunlap mentioned that OBC has a roof leak. She asked Mr. Lee Osborne the city Facilities Maintenance Supervisor to look at the roof. She said that they, along with Mr. Evans went on top of the roof to inspect. Ms. Dunlap reported how the air conditioner unit is set in an awkward position which is causing condensation from the unit to pool at the base of the unit and somehow leak into the building. She stated that she was using a city consultant, Brad, currently being used by the city Facilities Supervisor to inspect and create the specifications for the roof repair. .

Councilman Nelson asked what the time frame would be for getting the roof repaired.

Ms. Dunlap said that she is working with Brad to get the work done before the weather prevents it.

Mr. Evans raised concerns regarding the condition of the building. He said we do not want to lease space to these organizations and the building is in disrepair.

Ms. Dunlap stated in the past, P Cards were not allowed for OBC, and now that the City has a new Finance Director, maybe the process has changed. She will inquire to see what the process is now to get a P Card.

Councilman Nelson asked Ms. Dunlap to see what the steps are to get a P Card.

Mr. Evans stated that Metro is looking to have 100 students starting October 3, 2016 in the Youthbuild program. Metro received the Youth Build Grant and an apprenticeship program funded by Michigan Works.

- o Metro Flint Youthbuild Update – Property Manager

- Next Committee Meeting Tuesday, October 25, 2016, 3:00pm

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

VII. Loan Review Committee Report

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

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

- Next Committee Meeting Tuesday, October 18, 2016, 12:30 pm

VIII. New Business

Ms. Dunlap mentioned that C3 Ventures may be presenting a Brownfield Plan to the Brownfield Redevelopment Authority board for its project to be located at the old Dupont location at Hamilton and James P Cole Boulevard. She said the company proposes to create three hundred jobs. It is reported that the company currently makes car parts for Tessler.

Ms. Dunlap noted that she is working with a representative from the Michigan Department of Environmental Quality (MDEQ) to come and do a presentation on Brownfield Plans and Brownfield Incentives.

Ms. Dunlap also mentioned that the City of Flint is submitting an Economic Development Authority (EDA) grant looking for funds to implement economic development activities within the city. The EDA grant would provide for two positions – one for administration and the other for business attraction and retention.

XI. Old Business

There was no new business.

X. Other New Business

XI. ADJOURNMENT

With no further business to conduct, Mr. Hammond called for a motion to adjourn the meeting at 9:40 a.m. Mr. Munroe seconded the motion. Motion passed unanimously