



**MINUTES
COHASSET ECONOMIC DEVELOPMENT
AUTHORITY
305 NW FIRST AVENUE
TUESDAY, JANUARY 7, 2020 – 5:30 P.M.**

1. **Call to Order:** EDA President Greg Hagy called the meeting to order at 5:30 p.m.

2. **Roll Call**

Present: Bill Boutwell, Tim Carlson, EDA Co-President Conrad Feldt, Larry Gemmill, EDA President Greg Hagy, Rod Heller, Scott Larson, and EDA Executive Director Max Peters

Absent with Notice: None

Non Officio Members: None

3. **Approve Agenda**

Additions: None

Deletions: None

A motion was made by Larson/Gemmill to approve the agenda as presented. Motion carried.

4. **Business or Resident Input:** None

5. **Approve the December 3, 2020 EDA Minutes:** *A motion was made by Gemmill/Feldt to approve the December 3, 2020 EDA minutes as presented. Motion carried.*

6. **EDA Financials:** The EDA financials were reviewed. The current balance is \$775,660.64.

7. **Approve Three Invoices**

a) Big Picture Limited, Inc.: Industrial Park Spec Building - \$350

b) Grand Rapids Area Chamber of Commerce 2020 Membership Dues - \$270

c) IEDC-Thrive Up North Marketing Initiative Partner Investment - \$2500

a) Peters explained that the Big Picture Limited invoice is for a grant writer to prepare a draft grant application to obtain funding to build a spec building in the Industrial Park. It was clarified that the spec structure would be a City owned building. Peters reported there is an opportunity to receive federal grants as well. It was noted that there is an area business interested in the spec building.

A motion was made by Gemmill/Heller to approve payment of the \$350 invoice to Big Picture Limited, Inc. in the amount of \$350 to begin the process of writing a grant to obtain funds for a spec building. Motion carried.

b) A motion was made by Feldt/Gemmill to reject payment of the \$270 invoice to the Grand Rapids Area Chamber of Commerce. Motion carried.

c) Peters explained that the \$2500 IEDC Thrive Up North Marketing Initiative Partner Investment invoice would pay for marketing of the Industrial Park and Bike Trails, etc. Peters explained that the project is being driven by Visit Grand Rapids and IEDC, who received a large amount of money from the Blandin Foundation and IRRRB for a marketing initiative. Tioga Recreation and the City of Cohasset are invited to be a part of the initiative. The City's portion is \$2500 and Grand Rapids will also pay \$2500. It was noted that the marketing will include videos and it would be a one-time investment.

A motion was made by Gemmill/Feldt to approve a \$2500 payment to IEDC Thrive Up North Marketing Initiative Partner Investment. Motion carried.

8. Approve 2020 EDA Meeting Schedule: The 2020 EDA meeting schedule was reviewed and approved.

9. Distribution of 2019 EDA Compensation: 2019 EDA compensation was signed for and distributed. Mayor Hagy thanked the EDA Members for serving and noted that Conrad Feldt, Larry Gemmill, and Rod Heller all had perfect attendance.

10. Cohasset Development Phasing & Scope: Mayor Hagy explained that a 2020 \$100,000 appropriation was granted to the Cohasset EDA and City Council must expressly approve any additional appropriation granted during the 2020 calendar year. This will be approved at the Cohasset City Council meeting on January 14 in the form of a resolution. This will provide a check and balance system on tax payer's money and provide that the three voting EDA members are not able to out vote the Cohasset City Council.

EDA Executive Director Max Peters requested a motion to devote \$121,500 in EDA monies to the Downtown Riverfront Project. Peters explained that when the project is complete the monies will be repaid in TIF dollars. The EDA monies requested would be spent on Phase I work which includes site survey, hotel market study, soil borings, various site testing, agency communications, architectural test fit options, overall project budgeting, and concept architectural renderings. It was noted that the \$100,000 cap is not yet in place and that ICS engineering is the company presenting the outline and invoice request on the project.

Carlson and Gemmill questioned the timeline and indicated that a market study should be done before soil borings, site work, etc. After discussion, ***a motion was made by Carlson/Heller to approve the \$121,500 under the conditions that Peters meet with ICS and request that the market study is done prior to any other work on the project.***

11. Miscellaneous Business: None

Mayor Greg Hagy adjourned the meeting.

Submitted by Deputy Clerk Karen Blair
Approved: 2/4/2020

ATTENDANCE CHART

	1/7/20	2/4/20	3/3/20	4/7/20	5/5/20	6/2/20	7/7/20	8/4/20	9/1/20	10/6/20	11/3/20	12/1/20
Greg Hagy	P											
Tim Carlson	P											
Bill Boutwell	P											
Conrad Feldt	P											
Larry Gemmill	P											
Rod Heller	P											
Scott Larson	P											
Max Peters	P											

- P: Present
- EA: Excused Absence
- UA: Unexcused Absence
- NM: No Meeting