

**Eastern U.P. Regional Planning & Development Commission  
Board Meeting**

**Wednesday, April 25, 2018**

**Studebaker's Restaurant; 3583 I-75 Business Spur; Sault Ste. Marie, Michigan**

**Members Present**

Bill Henry, Luce Co.	Dean Reid, Mackinac, Private
Diane Patrick, Mackinac Co.	Eric Becks, LSSU
Gary Reid, Clark Twp.-Mack. Co.	Jeff Holt, Minority Rep.
Jim Hill, Mackinac Co.	John Waltman, Luce Co.
Kelly Freeman, Sault Ste. Marie	Michelle Walk, MSU Extension
Richard Timmer, Chip. Co. Private	Allison Watkins—Newberry Village Alt.

**Partners**

Tammy Henry, Luce County EDC

**Staff:**

Jeff Hagan	Ellen Benoit	Kim Wilcox
Nathan Coon	Rebecca Bolen	

**CALL TO ORDER**

The meeting was called to order at 9:10 a.m. by Chairman John Waltman.

**PUBLIC COMMENT**

There was no public comment addressed at this meeting.

**AGENDA APPROVAL**

R. Timmer moved to approve the agenda as presented. K. Freeman supported. Motion passed.

**APPROVAL OF MINUTES**

**January 24, 2018 Board Minutes and March 7, 2018 Executive Committee Minutes**

E. Becks moved to approve the minutes of the Regional Planning & Development Commission Board (January 24, 2018) and Executive Committee (March 7, 2018). R. Timmer supported. Motion passed.

**CONSENT AGENDA**

R. Timmer moved to approve the consent agenda items which included the Financial Report, Program Updates, and the Director’s Report. K. Freeman supported. Motion passed.

**NEW BUSINESS**

**Retail TMA Presentation**

R. Bolen provided a brief overview of the Retail Market Analysis study conducted by Gibbs Planning Group. This study focuses on seven communities in the region: Brimley, Clark Township, Mackinac Island, Newberry, Paradise, Soo Township, and St. Ignace and details possible retail development opportunities. A separate report was created for each community detailing their findings including the area’s demographics and predictions of viable retail development.

**2018 CEDS Performance Report Resolution**

The 2018 CEDS Performance Report is available for review on the EUP Regional Planning website. The Regional Economic Development Advisory Collaborative (REDAC) recommended the approval of the submittal of the 2018 CEDS Performance Report to the EDA for continued designation of the EUP as an economic district. G. Reid moved to approve the resolution for the adoption of the 2018 EUP CEDS Performance Report. K. Freeman supported. The motion passed unanimously upon a roll call vote.

J. Hill—Yes	E. Becks—Yes	D. Patrick—Yes	A. Watkins—Yes	B. Henry--Yes
J. Waltman—Yes	D. Reid—Yes	R. Timmer—Yes	J. Holt—Yes	M. Walk—Yes
K. Freeman—Yes	G. Reid—Yes			

**MCACA Program Resolution**

A resolution approving the application to the Michigan Council for Arts and Cultural Affairs Re-Granting Services Program was described. This resolution authorizes EUP Regional Planning to administer the contracts for the MCACA Minigrant and Professional and Organizations Development Program for Fiscal Year 2019. K. Freeman moved to approve the MCACA Program Resolution. R. Timmer supported. The motion passed unanimously upon a roll call vote.

J. Hill—Yes	E. Becks—Yes	D. Patrick—Yes	A. Watkins—Yes	B. Henry—Yes
J. Waltman—Yes	D. Reid—Yes	R. Timmer—Yes	J. Holt—Yes	M. Walk—Yes
K. Freeman—Yes	G. Reid—Yes			

### **Employee Drone Policy**

The Employee Drone Policy describing the requirements and procedures of utilizing the EUPRPDC's drone was reviewed. It is anticipated that the drone could enhance many services including land use and mapping. The proposed fee schedule was also provided. E. Becks moved to approve the Employee Drone Policy. R. Timmer supported. Motion passed.

### **Board Member Updates**

E. Becks mentioned that there is one internship opening with LSSU's Small Company Internship Award Program. This STEM internship can provide up to ½ of the intern's wages. The application deadline is April 30.

K. Freeman indicated that the Sault Ste. Marie Master Plan has been completed and should be adopted soon. Mr. Freeman also announced that the City intends to move forward with the development of a Form Based Code (FBC) in the downtown area, that project should kick off in early May.

D. Patrick shared an email she received regarding Opportunity Zone Programs.

J. Holt mentioned that Amy Berglund from MEDC will be providing a presentation of the Governor's Marshall Plan.

D. Timmer shared information on the Asset Management program and how he would like to see Regional Planning Services utilized more heavily in inventorying not just road surface conditions.

CEO Hagan provided a brief overview on the newly added Asset Management Culvert Inventory program, which will see the culverts within the Village of Newberry inventoried this summer.

### **Adjournment**

The meeting adjourned at 10:30 a.m.