

**Eastern U.P. Regional Planning & Development Commission
Executive Committee Meeting**

**Wednesday, March 6, 2019 – 11:30 a.m.
Regional Planning Office; 1118 E. Easterday Avenue; Sault Ste. Marie, Michigan**

Attendance

Dean Reid Joe Dobrowolski Jeff Holt Jeff Hagan

Guests

Sue Bowlby & Leslie Bohn, Anderson Tackman

Staff:

Kim Wilcox

CALL TO ORDER

The meeting was called to order at 11:34 a.m. by J. Holt. Executive Committee Member J. Dobrowolski arrived at 11:40 a.m.

APPROVAL OF REVISED AGENDA

The agenda was revised to include the IT Services Contract with the EUP Intermediate School District under Financial Information (Item 5d). D. Reid moved to approve the revised agenda with support by J. Hagan.

PUBLIC COMMENT

There was no public comment addressed at this meeting.

2018 AUDIT PRESENTATION—SUE BOWLBY; ANDERSON TACKMAN

Sue Bowlby from Anderson, Tackman & Company provided a presentation of the EUP Regional Planning & Development Commission’s audit and financial statements for the fiscal year ending September 30, 2018. The audit indicates that financial statements and reports follow the government auditing standards. It was also highlighted that the status of the pension plan is currently overfunded. There were no issues or corrective actions recommended. It was a clean audit. An upcoming GASB standard (GASB 87—Single Approach for Reporting Leases) was also described. D. Reid moved to approve the audit report for fiscal year ending September 30, 2018. J. Dobrowolski supported. The audit report was then approved unanimously.

FINANCIAL INFORMATION

a. **Financial Report**

CEO Hagan provided a brief overview of the financial report. D. Reid moved to approve the financial report as submitted. J. Dobrowolski supported. Motion passed.

b. **Fund Balance & Investments**

CEO Hagan mentioned that as the bank balance is totaling just under \$600,000 due to upfront grant payments, the Committee may wish to consider financial opportunities such as certificates of deposit or other type of means to receive the best interest rate. It was noted that the Sault Ste. Marie EDC previously did this with favorable results. After further discussion, it was suggested that a Request for Proposal be sent to banking institutions in the region to determine the best option to obtain the best rate of return. A baseline of \$127,000 could be the amount included in the RFP as the audit reflects that this is the normal annual balance. D. Reid moved to investigate the options of fund balance and investments available with financial institutions in the region. J. Dobrowolski supported. Motion passed.

c. **RPI Spending Plan & Timeline**

The updated 2019 RPI Spending Plan and Project Timeline were provided for informational purposes. It was noted that Asset Management Activities is a new feature to the 2019 RPI plan.

d. **IT Services Contract**

The committee reviewed the IT Services Agreement with the EUP Intermediate School District. This agreement details the IT services provided to Regional Planning by the EUPISD. The contract totals \$6,025 (invoiced quarterly) and ends June 30, 2019. It was noted that that EUPISD has been previously providing this service and it has been very satisfactory and professional. Following a brief review, J. Dobrowolski moved to approve the IT Services Contract with the EUPISD. D. Reid supported. Motion passed.

OLD BUSINESS

As the Governor's 2020 budget proposal reflects the elimination of the Regional Prosperity Initiative, it is important to be proactive in promoting RPI to get funds reinstated before the proposed budget is approved. A handout detailing the distribution of RPI project funding of the various projects in the Eastern Upper Peninsula since 2014 was reviewed. A one-page infographic will also be created to distribute to state legislature highlighting the importance of RPI to the EUP and other rural areas. A letter-writing campaign may also be beneficial. It is the hope that Representative Chatfield and Senator Schmidt will become champions in supporting RPI. CEO Hagan will keep members updated.

NEW BUSINESS – MEMBER UPDATES

D. Reid inquired about the status of the Opportunity Zones. It was mentioned that the IRS public comment period has ended, and the next step is to receive the rules and regulations.

He also described a possibility of utilizing the metal shop at LaSalle High School for CTE training to students and for adult education. This could be very beneficial to the area especially with the projected career opportunities due to the Line 5 Tunnel and Soo Locks project.

J. Holt provided an update of the expansion of the Foreign Trade Zone in Chippewa County.

J. Dobrowolski mentioned that the need for skilled employees is an ongoing issue.

Adjournment

The meeting adjourned at 1:05 p.m.