

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

**Friday, March 13, 2020 – 11:30 a.m.  
Smart Zone; 2345 Meridian Street; Sault Ste. Marie, Michigan**

**Attendance**

Dean Reid            Jim Moore            Jeff Holt            Richard Timmer

**Guest:**

Sue Bowlby            Leslie Bohn

**Staff:**

Jeff Hagan            Kim Wilcox

**CALL TO ORDER**

The meeting was called to order at 11:35 a.m. by Chair J. Moore.

**APPROVAL OF AGENDA**

The agenda was approved as submitted following a motion by R. Timmer with support by D. Reid.

**PUBLIC COMMENT**

There was no public comment addressed at this meeting.

**2019 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, 2019. 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 significant findings. R. Timmer moved to approve the audit report for fiscal year ending September 30, 2019. J. Holt supported. The audit report was then approved unanimously.

## **FINANCIAL REPORT & PROGRAM UPDATE**

CEO J. Hagan provided a brief overview of the financial report and program updates. It was noted adjustments to the line item budget for the Sault Tribe EDC as Regional Planning will be administering their grant for \$20,000 and the NEMT budget has been increased to \$30,000.

The integrated asset management program was also described. This program will require selected municipalities to complete an infrastructure assessment tool. EUP staff will be contacting these municipalities to assist with the completion of the self-assessments.

## **NEW BUSINESS—MEMBER UPDATES**

CEO J. Hagan indicated that as the State has placed guidelines of travel due to the COVID19 concerns, he has instructed staff that office travel will only within the region if it is essential. He also indicated that steps are in place for staff to work remotely or at a different location if necessary.

R. Timmer asked how companies could bid on the Soo Locks construction project. J. Holt indicated that interested companies can contact the EDC for information on the bidding process.

D. Reid described how Graymont's funding is distributed.

J. Holt mentioned that the Sault Ste. Marie EDC and the Chippewa County EDC are collaborating to complete an EDA grant application to market the Foreign Trade Zone.

## **Adjournment**

The meeting adjourned at 1:15 p.m.