

**Economic Development Corporation Meeting**  
**June 5, 2020**  
**City Hall**  
**Enterprise Video Conferencing**  
**Battle Creek, MI**  
**12:00 P.M.**

**Present:** Ted Dearing, Brenda Whited, Tom Beuchler, Joe Sobieralski, Lynn Ward Gray and John Gallagher

**Absent:** Rebecca Fleury, Anmar Atchu, Stacy Flathau

**Staff Present:** Jill Steele, City Attorney, Victoria Houser, City Clerk, Sarah VanWormer, IT Director

**Call to Order:** Mr. Beuchler called the meeting to order at 12:01 P.M.

**Public Comment:** There were no callers on the line for public comments and no written comments were received.

**Approval of Minutes:**

A motion was made by Mr. Gallagher, supported by Mr. Sobieralski, to approve the April 29, 2020 Economic Development Corporation minutes with the revision to add all current members' names to the resolution provided by Ms. Steele. All yes, none opposed. Motion approved.

**Rent and Mortgage Assistance Program**

**a. Project Updates**

Mr. Dearing informed the members that 47 applications within the targeted areas were received, with several outside the districts, and some outside of the City. Mr. Dearing stated they were able to fund all of the qualified applicants within the targeted districts. Mr. Dearing noted the RMAP program guidelines require the business to sign the promissory loan and are responsible for repayment if the funds are not converted to a grant. Mr. Dearing also noted that because RMAP is a rent/mortgage assistance program, the funds are sent to the business landlord or mortgage company. Mr. Dearing further noted 2 qualified candidates along the SW Capital corridor, in the Lakeview area, lease space in the Capital Commons Building at 693 Capital Avenue SW. Mr. Dearing disclosed to the members that he has an ownership interest in the building, and according to the bylaws of the EDC, he has an obligation to disclose his interest for the purposes of the public proceedings of the corporation. Mr. Dearing stated it would also be appropriate to appoint an alternative member of the EDC to sign the application documents of those 2 applicants in place of the EDC Secretary.

Jill Steele, City Attorney, stating she has reviewed the EDC bylaws, noted Article 1, Section 4 includes prohibited activities, which would not be applicable to the current situation, and Article 5, Section 2, that requires a director who has any interest in a matter before the EDC to disclose an interest prior to the EDC taking any action with respect to the matter which disclosure shall become a record of the EDC's official proceedings. Ms. Steele noted Mr. Dearing and his wife are third party beneficiaries, stating they want to make sure the funds being loaned are meeting their intended purpose. Ms. Steele also suggested the EDC members designated a different EDC member to sign the document.

A motion was made by Mr. Sobieralski, supported by Mr. Gallagher, to appoint Mr. Beuchler, Chairperson of the EDC, to sign documents related to the rent/mortgage assistance (RMAP) for applicants where Mr. Dearing, the EDC Secretary, has an interest in the tenancy of a property. All yes, none opposed. Motion approved.

**Board Member Comments:** Mr. Beuchler congratulated everyone on the successful program, noting it was implemented quickly.

**Next Meeting:** Friday, December 6, 2020 at 8:00 A.M. in Room 302A.

**Adjournment:** Mr. Beuchler asked if there were any further comments. Hearing none, the meeting was adjourned at 12:14 P.M.