

**AGENDA  
BOARD OF DIRECTORS  
ECONOMIC DEVELOPMENT CORPORATION  
OF THE CITY OF WYOMING**

**June 4, 2013 – 3:30 P.M.  
Wyoming City Hall – Manager’s Conference Room  
1155 28<sup>th</sup> Street SW**

- 1) Call to Order**
- 2) Approval of Minutes**
  - a. January 24, 2012
- 3) New Business**
  - a. Presentation – Site 36 – Scott Smith
- 4) Old Business**
  - a. Presentation – Brownfield Grant Update – Jeff Edwards
- 5) Treasurer’s Report**
  - a. Brownfield and EDC Balance Sheets
- 6) Secretary’s Report**
- 7) President’s Comments**
- 8) Public Comments**
- 9) Board Comments**
- 10) Adjournment**

**These Minutes are Subject To Formal Approval By The Wyoming  
Economic Development Corporation At Its Next Regular Meeting**

WYOMING ECONOMIC DEVELOPMENT CORPORATION  
MINUTES OF JANUARY 24, 2012

MEMBERS PRESENT: Brann, Cross, Cummings, DiEnno, Hager, Koeze, Rose, VanDuren  
MEMBERS ABSENT: Leach  
STAFF: Vandenberg  
ALSO PRESENT: Ken Malik, Wyoming-Kentwood Area Chamber

DiEnno called the meeting to order at 3:32 p.m.

**Approval of Minutes**

DiEnno presented the minutes from the January 18, 2011 meeting of the EDC. A motion was made by Brann, supported by Cross to approve the minutes as presented. Motion carried unanimously.

**New Business**

**Election of Officers**

A motion was made by Brann, supported by Cross to nominate DiEnno as President, Brann as Vice President and VanDuren as Secretary/Treasurer. Motion carried unanimously.

**Meeting Schedule Change**

VanDuren noted the desire to change meeting times. According to the City Clerk there is no requirement for the EDC to meeting on a quarterly basis. VanDuren proposed changing the meeting schedule to "at the call of the chair". In the e-mail correspondence to the corporation members, VanDuren has not received any opposition to this idea. DiEnno asked that members notify him or VanDuren if they become aware of a need for the EDC to meet.

**Old Business**

**Don Cummings, GFS**

At the January 18, 2011 meeting of the EDC, Chairman DiEnno asked that time be allowed at this meeting for Don Cummings to present information on Gordon Food Service's perspective on economic development incentives offered in different areas of the country.

Cummings provided background on how GFS approaches communities, stressing the importance of having a representative on the ground in the location. State representatives do not always know the nuances of locating in a particular area, so it is important to visit local jurisdictions and identify opportunities. Different states have different rules; GFS has experienced issues in Michigan and Florida where the state representatives do not seem to want to help the company. These representatives acted as though all GFS wanted was money.

VanDuren explained our process, noting that when we have the opportunity to connect with company representatives first, that is when we have our greatest success.

DiEnno added that when companies deal with the State of Michigan that limits our ability to help them. We know our assets and we are better able to sell them.

Further discussion followed regarding the City of Wyoming's approach to economic development inquiries and the desire to continue to utilize the Mayor in promoting our business support and making improvements to our website for economic development.

DiEnno noted that businesses who contact the City of Wyoming should get attention and indicated EDC members were available to assist in their respective areas of expertise.

### **Treasurer's Report**

#### **Certificate of Deposit**

VanDuren explained that the EDC's certificate of deposit was deposited into the EDC's account. VanDuren chose not to renew due to the poor interest rates. At the time it was deposited, the CD was valued at \$60,764.18.

An accumulated transaction listing for January 1, 2011 through December 31, 2011 was provided in the agenda packet. The current balance is \$66,794.40.

### **Secretary's Report**

#### **a. 2011 Economic Development Summary**

VanDuren reviewed the projects completed in 2011 and noted the projects already pending for 2012. VanDuren specifically mentioned Michigan Turkey Producers and the success that company has had since locating in Wyoming.

#### **b. Economic Development Forum**

VanDuren presented information on an economic development forum that is being presented by the Wyoming-Kentwood Area Chamber of Commerce and the cities of Wyoming and Kentwood. This event was held in Kentwood last year and VanDuren had a strong desire to get involved and reach out to Wyoming businesses as well. The event will be held on the morning of May 11 and DiEnno has agreed to speak at the event. Malik indicated there is a great line-up and asked that we help promote the event.

#### **c. GM Marketing**

VanDuren indicated that DDM Marketing is in the process of creating promotional materials for the GM facility, which they intend to rename "Site 36". VanDuren will forward the marketing video once it is received. The Right Place has indicated this project is its top priority.

#### **d. Priceline Tour**

VanDuren plans to schedule a tour at the Priceline facility and will invite members of the EDC and City Council. It will be planned in the afternoon to accommodate schedules. DiEnno agreed there is a huge benefit to touring this facility.

#### **e. Articles**

VanDuren provided several articles featuring Wyoming businesses Lee Steel, Gordon Food Service and Fisk Precision Technologies, all of which are in the process of expanding. We now

send out a press release for each company who receives a tax abatement and it is good to see these items in the media.

**President's Comments**

The President had no comments.

**Public Comments**

Ken Malik, President of the Wyoming-Kentwood Area Chamber of Commerce asked for assistance in promoting the economic summit in May.

**Board Comments**

Brann asked if we could obtain information from other EDCs or if due to competing with each other that could not be done. DiEnno and VanDuren both noted local EDCs work together. Malik indicated Kentwood's EDC meets on the third Tuesday of each month at 7:00 a.m. It is a public meeting and anyone is welcome to attend.

**Adjournment**

The meeting adjourned at 4:48 p.m.

  
Barb VanDuren, Secretary

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Governmental				
Fund Type	Special Revenue Funds				
Fund	997 - Economic Development Corp				
ASSETS					
001	Cash	.00	7,653.00	(7,653.00)	(100.00)
001.034	Cash Allocated Pool	\$0.00	\$7,653.00	(\$7,653.00)	(100.00%)
<b>001 - Cash Totals</b>					
056	Receivable	.00	167.00	(167.00)	(100.00)
056.034	Receivable Accrued Interest (Alloc. Pool)	\$0.00	\$167.00	(\$167.00)	(100.00%)
<b>056 - Receivable Totals</b>					
084	Due From Investment Funds	57,663.73	66,416.27	(8,752.54)	(13.18)
084.102	Due From Investment Funds Investment Fund	\$57,663.73	\$66,416.27	(\$8,752.54)	(13.18%)
<b>084 - Due From Investment Funds Totals</b>					
120	Investments	.00	58,596.00	(58,596.00)	(100.00)
120.034	Investments Allocation Pool	.00	(66,416.00)	66,416.00	100.00
120.102	Investments Alloc. Pool Offset to 214102	\$0.00	(\$7,820.00)	\$7,820.00	100.00%
<b>120 - Investments Totals</b>					
ASSETS TOTALS					
		\$57,663.73	\$66,416.27	(\$8,752.54)	(13.18%)
FUND EQUITY					
390	Fund Balance	66,416.27	66,416.27	.00	.00
390.000	Fund Balance Fund Balance	\$66,416.27	\$66,416.27	\$0.00	0.00%
<b>390 - Fund Balance Totals</b>					
FUND EQUITY TOTALS Prior to Current Year Changes					
		\$66,416.27	\$66,416.27	\$0.00	0.00%
Prior Year Fund Equity Adjustment					
	Fund Revenues	(505.45)			
	Fund Expenses	9,257.99			
FUND EQUITY TOTALS					
		\$57,663.73	\$66,416.27	(\$8,752.54)	(13.18%)
LIABILITIES AND FUND EQUITY TOTALS					
		\$57,663.73	\$66,416.27	(\$8,752.54)	(13.18%)
Fund 997 - Economic Development Corp Totals					
		\$0.00	\$0.00	\$0.00	+++
Fund Type Special Revenue Funds Totals					
		\$0.00	\$0.00	\$0.00	+++
Fund Category Governmental Totals					
		\$0.00	\$0.00	\$0.00	+++
Grand Totals					
		\$0.00	\$0.00	\$0.00	+++

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Governmental				
Fund Type	Special Revenue Funds				
Fund	996 - Brownfield Redevelopment Authori				
	ASSETS				
<b>001</b>	<b>Cash</b>				
001.034	Cash Allocated Pool	.00	4,683.00	(4,683.00)	(100.00%)
	<b>001 - Cash Totals</b>	\$0.00	\$4,683.00	(\$4,683.00)	(100.00%)
<b>040</b>	<b>Accounts Receivable</b>				
040.000	Accounts Receivable, Accounts Receivable	12,514.00	16,678.92	(4,164.92)	(24.97%)
	<b>040 - Accounts Receivable Totals</b>	\$12,514.00	\$16,678.92	(\$4,164.92)	(24.97%)
<b>056</b>	<b>Receivable</b>				
056.034	Receivable Accrued Interest (Alloc. Pool)	.00	102.00	(102.00)	(100.00%)
	<b>056 - Receivable Totals</b>	\$0.00	\$102.00	(\$102.00)	(100.00%)
<b>084</b>	<b>Due From Investment Funds</b>				
084.102	Due From Investment Funds Investment Fund	28,465.73	40,643.06	(12,177.33)	(29.96%)
	<b>084 - Due From Investment Funds Totals</b>	\$28,465.73	\$40,643.06	(\$12,177.33)	(29.96%)
<b>120</b>	<b>Investments</b>				
120.034	Investments Allocation Pool	.00	35,858.00	(35,858.00)	(100.00%)
120.102	Investments Alloc. Pool Offset to 214102	.00	(40,643.00)	40,643.00	100.00%
	<b>120 - Investments Totals</b>	\$0.00	(\$4,785.00)	\$4,785.00	100.00%
	ASSETS TOTALS	\$40,979.73	\$57,321.98	(\$16,342.25)	(28.51%)
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
<b>202</b>	<b>Accounts Payable</b>				
202.000	Accounts Payable Accounts Payable	.00	8,366.00	(8,366.00)	(100.00%)
	<b>202 - Accounts Payable Totals</b>	\$0.00	\$8,366.00	(\$8,366.00)	(100.00%)
	LIABILITIES TOTALS	\$0.00	\$8,366.00	(\$8,366.00)	(100.00%)
<b>390</b>	<b>FUND EQUITY</b>				
390.000	Fund Balance	48,955.98	48,955.98	.00	.00%
	Fund Balance Fund Balance	\$48,955.98	\$48,955.98	\$0.00	0.00%
	<b>390 - Fund Balance Totals</b>	\$48,955.98	\$48,955.98	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	.00			
	Prior Year Fund Equity Adjustment	(19,076.37)			
	Fund Revenues	27,052.62			
	Fund Expenses	\$40,979.73	\$48,955.98	(\$7,976.25)	(16.29%)
	<b>FUND EQUITY TOTALS</b>	\$40,979.73	\$48,955.98	(\$7,976.25)	(16.29%)
	LIABILITIES AND FUND EQUITY TOTALS	\$40,979.73	\$57,321.98	(\$16,342.25)	(28.51%)
	Fund 996 - Brownfield Redevelopment Authori Totals	\$0.00	\$0.00	\$0.00	+++