

OSCODA-WURTSMITH AIRPORT – LOCAL DEVELOPMENT FINANCE AUTHORITY
Meeting Minutes
December 17, 2019

I. CALL TO ORDER

Chairman McGuire called the meeting to order at 4:03 P.M.

II. ROLL CALL

JOHN BRIGGS	Present
TONY JOHNSON	Absent
SCOTT LUECK	Absent
JAIMIE MCGUIRE	Present
ROB HUEBEL	Present
DON NOLAN	Absent
CHRISTINE ROGEL	Present
LEISA SUTTON	Present
JOHN SCANLON	Present
GREG SCHULZ	Present
JOSH SUTTON	Present

OTHERS PRESENT

Gary Kellan
Brenda McNeill
Jack Brown
Sean Pear, Oscoda Area Schools

III. Adoption of Agenda

Chairman McGuire announced an addition to the agenda. That addition was to conduct a swearing in ceremony for a new Board Member. Ms. McGuire requested all in favor of adopting the revised meeting agenda. There were no further questions or comments. Motion carried by voice vote.

Mr. Kellan introduced Mr. Josh Sutton, who is replacing Mr. Binkowski, as a representative of Oscoda Township. Mr. Kellan conducted the 'swearing-in' ceremony to induct Mr. Sutton on to the OWA-LDFA Board of Trustee. Members of the current LDFA Board welcomed Mr. Sutton.

IV. 2019 Public Information Report

A. Staff Presentation

Mr. Kellan reported that the Michigan Tax Increment Financing Act (Public Act 57 of 2018) specifies notification requirements and the information to be disseminated in preparation for conducting semi-annual public information meetings. He stated that all mandated meeting notification and reporting requirements had been satisfied. A copy of the Public Information Report for 2019 has been mailed to all applicable tax collecting authorities. Mr. Kellan presented the 2019 Public Information Report via large screen display.

Mr. Kellan welcomed questions and comments from members of the Board. Mr. Huebel asked what steps would could be taken to extend the Tax Increment Capture district when the initial 15 years expires. Mr. Kellan stated that the district is currently extended to the 2027. He has not yet investigated the extension possibility. Mr. Kellan said that there is certain to be further discussion closer to that 2027 expiration date.

B. Call for Public Information Meeting Comments, Questions & Answers.

When Chairman McGuire called for public comments, Mr. Pear introduced himself as a representative of Oscoda Area Schools. He requested that future reporting continue to be sent to Oscoda Area Schools each year.

No further public comments were offered.

Mr. Briggs made a motion to accept the December 2019 Public Information report. Ms. Rogel supported the motion. Mr. Johnson, Yes, Mr. Huebel, Yes, Ms. Rogel, Yes, Ms. Sutton, Yes, Mr. Scanlon, Yes, Mr. Sutton, Yes, Mr. Briggs, Yes, Mr. Schulz, Yes, Ms. McGuire, Yes. Motion carried.

V. Meeting Minutes – July 23, 2019

Chairman McGuire requested by voice vote, all who were in favor of approving the minutes of the July 23, 2019 meeting. All in favor, no further questions. Motion carried by voice vote.

VI. Financial Report – As of November 30, 2019

A. Bank Statement

A copy of the November 2019 bank statement, demonstrating an account balance of \$250,508.78 was provided to the board.

B. Mission Drive Cost Share Payout

Iosco County Road Commission has recently provided an invoice (dated 12/6/2019) for OWA-LDFA's share of the Mission Drive asphalt overlay expenses. The LDFA's share is \$25,659.37. Mr. Kellan stated that after making that payment, the year-end account balance will be approximately \$224,849.41.

C. 2019 Tax Increment Revenue

Mr. Kellan reported that he anticipates receiving payment for 2019 Tax Increment Revenue by April 1, 2020. As demonstrated within the public information report, the increment revenue to be captured from collecting 2019 property taxes is anticipated to be \$125,618.56. With that amount deposited, the OWA-LDFA account will have a balance of approximately \$350,470.00 going into 2020 construction season.

VII. Annual Business Meeting Actions

A. Establish 2020 Meeting Schedule

A proposed meeting schedule was presented for calendar year 2020. The schedule proposed continuing to meet at 4:00 p.m. on the third Tuesday of each month.

Ms. McGuire requested a motion to accept the proposed 2020 meeting schedule.

Mr. Scanlon made a motion to accept the proposed 2020 meeting schedule. Ms. Sutton supported the motion. Mr. Huebel, **Yes**, Ms. Rogel, **Yes**, Ms. Sutton, **Yes**, Mr. Scanlon, **Yes**, Mr. Sutton, **Yes**, Mr. Briggs, **Yes**, Mr. Johnson, **Yes**, Mr. Schulz, **Yes**, Ms. McGuire, **Yes**. Motion carried.

B. Nominations & Election of Board Officers

The OWA-LDFA Rules of Procedure document states that Board Officer elections are to be conducted during the Annual Business meeting. The current roster of board members was provided.

Agencies Represented	Number of Appointees	Appointees
Charter Township of Oscoda	7	Vacant
		Mr. John Scanlon
		Ms. Jamie McGuire
		Mr. Don Nolan
		Ms. Christine Rogel
		Ms. Leisa Sutton
		Mr. Greg Schulz
Iosco County	1	Mr. Rob Huebel
Alpena Com. College	1	Mr. John Briggs
Oscoda Area Schools	2	Mr. Tony Johnson
		Mr. Scott Lueck

The current 2019 Board Officers are listed as follows:

Chairman	Jamie McGuire
Vice Chairman	Tony Johnson
Secretary	Leisa Sutton
Treasurer	Rob Huebel

Chairman McGuire announced the acceptance of nominations for filling each of the board officer positions.

Ms. Sutton made a motion to nominate Ms. McGuire as Chairman of the OWA-LDFA Board of Directors. Mr. Huebel supported the motion. Ms. Rogel, Yes, Ms. Sutton, Yes, Mr. Scanlon, Yes, Mr. Sutton, Yes, Mr. Briggs, Yes, Mr. Johnson, Yes, Mr. Huebel, Yes, Mr. Schulz, Yes, Ms. McGuire, Yes. Motion carried.

Ms. McGuire made a motion to nominate Mr. Johnson as Vice Chairman. Ms. Rogel supported the motion. Ms. Rogel, Yes, Ms. Sutton, Yes, Mr. Scanlon, Yes, Mr. Sutton, Yes, Mr. Briggs, Yes, Mr. Johnson, Yes, Mr. Huebel, Yes, Mr. Schulz, Yes, Ms. McGuire, Yes. Motion carried.

Mr. Johnson made a motion to nominate Ms. Sutton as Secretary. Ms. Rogel supported the motion. Ms. Sutton, Yes, Mr. Scanlon, Yes, Mr. Sutton, Yes, Mr. Briggs, Yes, Mr. Johnson, Yes, Mr. Huebel, Yes, Ms. Rogel, Yes, Mr. Schulz, Yes, Ms. McGuire, Yes. Motion carried.

Ms. Sutton made a motion to nominate Mr. Huebel as Treasurer. Mr. Schulz supported the motion. Mr. Scanlon, Yes, Mr. Sutton, Yes, Mr. Briggs, Yes, Mr. Johnson, Yes, Mr. Huebel, Yes, Ms. Rogel, Yes, Ms. Sutton, Yes, Mr. Schulz, Yes, Ms. McGuire, Yes. Motion carried.

The 2020 Board Officers are as follows:

Chairman	Jamie McGuire
Vice Chairman	Tony Johnson
Secretary	Leisa Sutton
Treasurer	Rob Huebel

VIII. Director's Comments

A. Airport Authority 2020 Capital Improvement Projects

Mr. Kellan reported that OWA will be receiving a five-million-dollar grant. The funding is being secured from the FAA and it will be utilized for repaving portions of losco Apron. This project will improve safe passage for jet aircraft moving on losco Apron.

Mr. Kellan reported about a second project being planned for the 2020 construction season. That project involves reconstructing the surface on a section of 'Taxiway E'. This project is just under \$ 1.1 million dollars and is being funded 90% by the FAA , 5% MDOT and the airport will be responsible for the final 5%.

Mr. Johnson asked if any of the LDFA monies will be utilized for these projects. Mr. Kellan said that LDFA funds will not be used for these particular projects.

B. Potential LDFA Projects During 2020

Mr. Kellan reported that future LDFA funded projects might include resurfacing Flight Street and Crew Street. He explained that demolishing two buildings located along Flight and Crew streets, and the likely related wear and tear, should probably be completed prior to investing in the new road surfaces. Mr. Kellan informed the Board that preliminary engineering cost estimates indicate that the building demolition projects are expected to cost approximately \$500,000.00. Mr. Kellan will discuss with the Airport Board, the potential of establishing a cost sharing partnership between the Airport Authority and OWA-LDFA to assist with demolishing the buildings prior to performing nearby road improvements.

Ms. Rogel asked if there were any ground contamination issues that might impact the envisioned projects. Mr. Kellan reported that a consultant has been hired to perform hazardous materials surveys in both buildings. That information will be provided to prospective bidders in preparation for competing for demolition service contract award.

C. Michigan Launch Initiative – Site Selection Update

Mr. Kellan reported that a location for establishing horizontal launch and vertical launch spaceport operations is expected to be announced during late January of 2020. In the meantime, OWAA has been invited to visit existing commercial spaceport operations in Florida to observe those facilities. The Airport Board has asked board member Mr. Dave Dailey and Mr. Kellan to attend the Florida site visit during February 4-7, 2020.

Mr. Kellan also reported having provided contact information to representatives of Michigan Launch Initiative regarding the potential development of vertical launch facilities at the former US Gypsum property that is located in Alabaster Township.

IX. LDFA Board Member Comments

Mr. Schulz asked if the buildings to be demolished were constructed of cement. Mr. Kellan confirmed that both buildings are primarily cement block construction. Mr. Schulz asked if there has been consideration for crushing the cement to be recycled as base construction material as compared to paying to have concrete materials hauled away. Mr. Kellan stated that he would share that idea with the Project Engineer.

Ms. McGuire welcomed Mr. Sutton to the LDFA Board and thanked the current LDFA members for their service.

X. Public Comments

None

XI. Adjournment

Ms. Sutton made a motion to adjourn the meeting. Mr. Schulz supported the motion. All in favor. Motion carried.

Meeting adjourned by Chairman McGuire at 4:36 p.m.

Respectfully Submitted by Gary Kellan – Executive Director