



Antrim County Economic Development Corporation



Mission Statement: Retain, expand, and promote County-wide economic growth and stability

MEMBERS

Sherry Comben
12/31/2026

Peter Garwood
12/31/2025

Leslie Elrod
12/31/2026

Cherie Hogan
12/31/2027

Rachel Krino
12/31/2027

Dawn LaVanway
Annual Appointment

Kathleen Peterson
12/31/2026

Bonnie Robbins
12/31/2028

Tim Timmer
12/31/2028

STAFF

Jeremy Scott
County Administrator

Janet Koch
Deputy Administrator

Tina Schrader
Administrative Asst.

Margie Boyd
Secretary

OFFICE ADDRESS

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SPECIAL ASSISTANCE

If you wish to attend a meeting and require special assistance, please contact the Administration Office.

The Antrim County Economic Development Corporation meeting is scheduled for

Tuesday, April 18, 2023

Antrim County Building,
Board of Commissioners Room
203 East Cayuga Street, Bellaire, Michigan

AGENDA ITEMS INCLUDE:

9:00 a.m. Call to Order
Public Comment
Approval of Minutes – [March 21, 2023](#)
Discussion: Strategic Planning
Various Matters as Appropriate
Public/Member Comment
Adjourn

If you have any questions, concerns, please contact the Administration and Planning Office at 231-533-6265.
We appreciate your cooperation in this matter. Thank you



Memorandum Administration Office

April 18, 2023

TO: Antrim County Economic Development Corporation

FR: Administration Office

RE: Approval of Minutes (2/21)

You received the [minutes from the March 21, 2023](#) Economic Development Corporation meeting via electronic communication on April 14, 2023. If there are no corrections to those minutes, please consider the following action:

Motion by _____, seconded by _____ to approve the minutes of the March 21, 2023 meeting as presented.

Antrim County
Economic Development Corporation

Mission Statement: Retain, expand, and promote County-wide economic growth and stability.

March 21, 2023
Minutes

Members present: Dawn LaVanway, Sherry Comben, Leslie Elrod, Cherie Hogan, Kathleen Peterson, Bonnie Robbins, and Pete Garwood

Members Absent: Rachel Krino, Tim Timmer

Others Present: Jessica Lovay & Sam Bailey from NLEA; Janet Koch

1. Call to Order

The meeting was called to order at 9 a.m. by EDC Vice-President Dawn LaVanway.

2. Public Comment

None.

3. Approval of Minutes

Motion by Kathleen Peterson, second by Sherry Comben, to approve the February 21, 2023 meeting minutes as presented.

4. Discussion: Strategic Planning

Jessica Lovay, NLEA's Community Development & Grants Director, said she had received six responses from EDC members regarding the group's strategic planning. She presented the results.

Mr. Garwood asked about adding "retention" to Business Development & Attraction. Ms. Lovay indicated that retention was essentially wrapped business development. Ms. LaVanway asked about "Diversify County's economy." Ms. Lovay said that was one of the county master plan's guiding principles.

Ms. Lovay noted that NLEA had grouped the items into four topics: Community & Human Services, Business Attraction & Economic Development, Environmental, and Organizational Objectives. Ms. Elrod noted that what the EDC seemed to focus on were items listed in Organizational Objectives.

Ms. Lovay and Janet Koch, Antrim County Deputy Administrator, described the recent MSHDA regional meeting that discussed the statewide housing plan and its regional implementation.

Sam Bailey, NLEA Strategic Initiatives Manager, said Housing North expects to release a new housing needs assessment in May. It is anticipated that the assessment will be part of the housing discussion at the May 22 NLEA symposium breakout session.

The EDC discussed what qualified as a brownfield site. Also discussed were next steps for setting goals for the EDC. Ms. Lovay also noted that the group should establish steps to reach each goal.

Mr. Garwood listed five action items regarding housing the EDC could consider:

- Contact housing staff to provide experiences in other counties
- Invite BOC to participate in the above
- Answer the question: is affordable housing a county responsible
- Identify stakeholders
- Identify timeline

For the next meeting, Ms. Lovay asked the EDC to send the following to Ms. Koch:

- Identify action items for each priority/goal
- Is funding needed to accomplish
- Identify potential partners

It was noted that an action step could be education regarding a specific issue, e.g., childcare. The state's Trishare program was mentioned.

An example Ms. Lovay used was "Advocate and promote housing needs in our community." She provided an example of another goal as "Educate the EDC regarding community infrastructure capacity."

Many aspects of housing were discussed.

5. Various Matters / Public/Member Comment

Ms. Koch reported that EDC is a member of all five chambers of commerce in Antrim County.

The EDC asked that Ms. Koch email the EDC the short term rental information Ms. Hogan provided from a Boyne City resident.

Meeting adjourned at 10:48 a.m.

Community & Human Services

Affordable Housing: Promote and advocate housing initiatives by providing access to resources and education supporting the housing needs of Antrim County.

- EDC Education – Presentations from partner agencies (Housing North, Northern Homes, Habitat for Humanity, etc.) on various housing topics. Topics could include buyer education, regional housing efforts, Community Land Trust, development incentives, infrastructure, etc.
- Access to Resources – Provide links to housing partner agencies on EDC or County website.

PRIORITY: _____

TIMELINE: _____

General needs of growing population/Health Facilities: Understand Antrim County's needs of the growing population and status of health facilities.

- EDC Education – Presentations from health care industry experts (Health Department of NW Michigan, East Jordan Family Health Center, County Health Department, etc.) to gain an understanding of what is available to Antrim County residents of all ages and income, what is needed or missing, and plans to address the growing needs for the future.

PRIORITY: _____

TIMELINE: _____

Childcare: Understand Antrim County's childcare status and what the needs are.

- EDC Education – Presentations from childcare industry experts (United Way, Great Start Collaborative, etc.) to gain an understanding of what is available to Antrim County residents, program opportunities, what is needed for the county, and plans to address the growing needs for the future.
- Access to Resources – Provide links to childcare partner agencies on EDC or County website.

PRIORITY: _____

TIMELINE: _____

Business & Economic Development

Broadband: Support ongoing efforts to expand broadband development in Antrim County.

- EDC Participation – Engage regularly with broadband partners, including County Administration, to remain current on the status of broadband development and needs in Antrim County.
- Broadband Support – Work with broadband partners to provide support on funding opportunities, grant requests, and other action items brought to the EDC by broadband partners (if meets County objectives).

PRIORITY: _____

TIMELINE: _____

Property Redevelopment: Promote, Reuse, and Redevelop Brownfield Sites in Antrim County.

- Site Identification – Partner with industry expert organizations (NLEA, EGLE, etc.) local units of government and consultants to identify and inventory potential sites for redevelopment. After sites identified EDC can prioritize which sites are best situated for redevelopment and work with partners to determine ownership interest, funding opportunities, and next steps for redevelopment.
- Public Education – Work with industry experts to conduct a public presentation to local units of governments, realtors, developers, and interested parties to learn about brownfield tools and how they can benefit properties in their communities.
- Acting Developer – Purchase an identified eligible property for redevelopment.

PRIORITY: _____

TIMELINE: _____

Talent Attraction and Workforce Development: Understand Antrim County's talent and workforce status and needs for future growth.

- Partner Promotion – Work with industry expert organizations (Michigan Works!, local colleges, ISD's, etc.) to promote area programs that provide growth for area businesses.
- Access to Resources – Provide links to workforce development agencies on EDC or County website.

PRIORITY: _____
TIMELINE: _____

Business Attraction & Economic Development: Understand Antrim County’s business climate status and needs for future growth.

- EDC Education – Work with Northern Lakes Economic Alliance (NLEA) and area Chambers to understand Antrim County’s business makeup, challenges, growth opportunities, potential to diversify the County’s economy, etc.
- Business Owner Meeting Program – Two parts: 1. Invite Antrim County business owners to present to the EDC about their business (history, needs, etc.). 2. EDC Board members develop a list of questions to conduct in business check-ins.
- Business Connector Series – Conduct quarterly webinars that connect area small businesses and community resources.
- Access to Resources – Provide links to business & economic development agencies on EDC or County website.

PRIORITY: _____
TIMELINE: _____

Infrastructure: Understand Antrim County’s infrastructure (water, sewer, utilities, roads, etc.) and what the needs are for future growth.

- EDC Education – Presentation from County departments and utility partners on what has been done, being done, and needs to be done.
- Infrastructure Mapping – Take inventory and map municipally owned infrastructure.

PRIORITY: _____
TIMELINE: _____

Environmental

Preserve and Protect Natural Resources: Continue to recognize Antrim County’s valuable natural resources by supporting and promoting area parks, trails, rivers, lakes, etc., encouraging responsible usage and direct intentional economic development growth areas.

- Access to Resources – Provide links to DNR, local conservation groups, trail systems, etc. on EDC or County website.
- Plume Status – Work with EGLE and other environmental experts to update the public on the status of the plume and mitigation activities. Promote access to plume materials available at the County building.

PRIORITY: _____

TIMELINE: _____

Organizational Objectives

- Communication – Effectively communicate with the County Board of Commissioners, County Staff, program partners, public, etc. on EDC goals, objectives, and areas of opportunity.
- Access to Resources – Promote materials, opportunities, and resources gained through the EDC by providing links, email blasts, social media posts, local unit of government meetings, and other avenues in which communicating to the people of Antrim County is available.
- EDC Evaluation – After establishing goals and objectives for the EDC develop a process and timeline for evaluating progress.
- Collaboration – Encourage involvement from County leadership, program partners, business, and community leaders to engage in the future development of Antrim County and work through hurdles or roadblocks preventing successful economic development.

PRIORITY: _____

TIMELINE: _____