

CITY OF STERLING HEIGHTS
LOCAL DEVELOPMENT FINANCE AUTHORITY
MINUTES OF THE REGULAR MEETING
September 20, 2022 – 8:00 a.m.
6633 18 Mile Road, Sterling Heights, MI 48314
586-884-9322
Velocity Building

Approved

Phil Hunsberger called the meeting to order at 8:01 a.m.

Pledge of Allegiance

Members present at roll call: Josephine Attisha, Dr. Michael Balsamo, Phil Hunsberger, Laurel Johnson, Dominic Patrus, Vicky Rowinski, Howard Sizemore, Jill Tomyn

Members absent: Ellanore Evans, Bill Holbrook, Josh Hundt, John Lettang, Steve Pomaville, Jeanne Schabath-Lewis

Also in attendance: Jason Castor, City Development Director – City of Sterling Heights; Kathryn Quell, Management Services Specialist – City of Sterling Heights; Luke Bonner, CEO Bonner Advisory Group, Senior Economic Development Advisor – City of Sterling Heights; April Boyle, Senior Advisor for Entrepreneurship and Innovation; Rachele Downs, EIR - Downs Diversity Initiatives

Motion to Approve the Agenda

Moved by Balsamo, supported by Patrus, to approve the agenda as presented.

Ayes: All

Nays: None

Motion carried.

Motion to Approve the CONSENT AGENDA as presented

Moved by Balsamo, supported by Johnson, to approve the Consent Agenda as presented.

- A. To approve the minutes of the Regular Meeting of August 16, 2022.
- B. To approve the Shared Workspace Agreement between David Trupiano (LecturePanda, LLC) and the Local Development Finance Authority (LDFA). The Agreement is month-to-month at a rate of \$100/month.
- C. To approve the Shared Workspace Agreement between Matthew Chartier (EyeWyre Software Studios) and the Local Development Finance Authority (LDFA). The Agreement is for the time period of 9/6/22 – 10/15/22 at a flat rate of \$264.00.
- D. To approve authority for Kathryn Quell, Local Development Finance Authority (LDFA) liaison, to sign Lease Agreements for the shared Co-Working space on behalf of the LDFA Board.

Ayes: All

Nays: None
Motion carried.

New Business

To Consider the Proposal for Velocity AV Upgrades between the City of Sterling Heights Local Development Finance Authority (LDFA) and CCS Presentation Systems – MI, 24660 Dequindre Road, Warren MI 48091 in the amount of \$105,473.09.

Ms. Quell stated that CCS Presentation Systems performed an extensive evaluation of the seven conference spaces at Velocity. The proposal allows for maximum use of each of the spaces based on how each space is utilized. Enhancements include two-way video conferencing, microphones/speakers for presentations, interactive monitors and wireless connection. Ms. Quell stated that the proposal will bring Velocity to the level of technology necessary to support the tenants and programming of the building. Ms. Quell introduced Matthew Vazana, Vice President of CCS Presentation Systems. Mr. Vazana provided a detailed explanation of the technology for each of the spaces in the proposal.

Moved by Balsamo, supported by Patrus, to approve the Proposal for Velocity AV Upgrades between the City of Sterling Heights Local Development Finance Authority (LDFA) and CCS Presentation Systems – MI, 24660 Dequindre Road, Warren MI 48091 in the amount of \$105,473.09.

Ayes: All
Nays: None
Motion carried.

To Approve a Budget Adjustment to fund the AV Upgrades as proposed by CCS Presentation Systems at Velocity.

Ms. Quell stated that currently \$88,000 is budgeted for AV Upgrades to Velocity. Ms. Quell is requesting Board approval to approve \$20,000 from the LDFA fund balance to fully fund the CCS Presentation Systems proposal in the amount of \$105,473.09.

Moved by Balsamo, supported by Patrus, to approve the Budget Amendment allocating \$20,000 from the LDFA fund balance for Velocity AV Upgrades between the City of Sterling Heights Local Development Finance Authority (LDFA) and CCS Presentation Systems – MI, 24660 Dequindre Road, Warren MI 48091 in the amount of \$105,473.09.

Ayes: All
Nays: None
Motion carried.

To Consider the Facilities Maintenance Independent Contractor Agreement between the City of Sterling Heights Local Development Finance Authority (LDFA) and Helen Tsouroullis in the amount of \$15,000.

Ms. Quell stated that the facilities maintenance position, at Velocity, has been vacant since January 2022 and it is essential to have a dedicated facilities maintenance person to service the

building. Ms. Quell is requesting approval of the contract with Helen Tsouroullis. The contract has been reviewed by the City Attorney.

Moved by Balsamo, supported by Tomy, to approve the Facilities Maintenance Independent Contractor Agreement between the City of Sterling Heights Local Development Finance Authority (LDFA) and Helen Tsouroullis in the amount of \$15,000.

Ayes: All
Nays: None
Motion carried.

To Consider the License Agreement Peerspectives System between the City of Sterling Heights Local Development Finance Authority (LDFA) and The Edward Lowe Foundation in the amount of \$800.00.

Ms. Quell stated that April Boyle requests approval of the License Agreement for the Peerspectives System through The Edward Lowe Foundation. Ms. Quell said that the agreement, reviewed by the City Attorney, contains an Indemnification Clause and therefore, requires Board Approval.

Moved by Balsamo, supported by Patrus, to approve the License Agreement Peerspectives Systems between the City of Sterling Heights Local Development Finance Authority (LDFA) and The Edward Lowe Foundation in the amount of \$800.00.

Ayes: All
Nays: None
Motion carried.

Update – April Boyle, Senior Advisor for Entrepreneurship and Innovation

Ms. Boyle provided information to the LDFA Board regarding: EIR activity for August 2022, Senior Advisor action items completed since the last meeting, introduction of Mr. Dennis Dela Cruz - Yseali follow and MEDC service provider meeting.

Presentation – Luke Bonner, Senior Economic Development Advisor regarding Sterling Innovation District

Old Business

Public Comment

None

Adjournment

Moved by Balsamo, supported by Rowinski to adjourn.

Ayes: All
Nays: None
Motion carried.

The meeting adjourned at 8:52am