

**Wasatch Front Economic Development District
Governing Board**

*Carlton Christensen, Chair
Shawn Milne, Vice Chair*

LaNiece Davenport, Director

MEETING MINUTES

Monday, May 12, 2014 1:00 pm
Wasatch Front Regional Council
295 North Jimmy Doolittle Road
Salt Lake City, UT 84116

Members Present

Carlton Christensen, Chair
Shawn Milne, Vice Chair
Michael Bouwhuis, Layton City Council
Louenda Downs, Davis County Commission
Albert Wilde, Widow Maker LLC
Jan Zogmaister, Weber County Commission

Others Present

Andrew Gruber, Wasatch Front Regional Council
Ted Knowlton, Wasatch Front Regional Council
LaNiece Davenport, Wasatch Front Regional Council / Wasatch Front Economic Development District

1. Welcome and Introductions

Carlton, Chair

Chairperson Christensen welcomed the Board members and asked everyone to introduce themselves including those that are joining us by phone.

2. ACTION - Approve the WFEDD Bylaws

Carlton, Chair

Mrs. Davenport reminded the Board that the Bylaws were reviewed at their last meeting in December 2013. At that meeting they reviewed the Bylaws and recommended changes to the staffing and finances sections. Mrs. Davenport made these changes and some additional changes that were recommended by Mr. Christensen and Mr. Gruber to ensure cohesiveness and to clarify some of the budget information. She explained that all changes are tracked. She briefly reviewed the changes with the Board. Commissioner Milne stated that the election procedures needed to be modified. The current Bylaws state that officer elections are to take place bi-annually at the first regular annual meeting in odd numbered years. Commissioner Milne recommended that the meeting take place annually and remove the language that states "odd numbered years". Commissioner Downs made the motion to approve the Bylaws with all of the recommended changes, Mr. Bouwhuis seconded the motion, all were in favor and the motion passed.

3. Review WFRC/WFEDD Interlocal Cooperation Agreement

LaNiece

Mrs. Davenport reminded the Board that the WFEDD is no longer a separate 501c3 but is now part of the Wasatch Front Regional Council. This umbrella organization is now known as the Wasatch Front Regional Council / Wasatch Front Economic Development District. The governing documents needed to be modified to reflect these changes. This document was handed out to the Board members. Mrs. Davenport explained that the purpose, powers, terms, organization, finances, and membership information is found in this document for both the Wasatch Front Regional Council and the Wasatch Front Economic Development District. She explained that each of the five county Councils of Governments has already reviewed and executed this Agreement.

4. ACTION – Select an Annual Meeting Date

LaNiece

Mrs. Davenport reminded the Board that the regular meeting schedule is based on a quarterly meeting schedule and that meetings are to be held the fourth Monday of the month at 1:00 pm at the Wasatch Front Regional Council office. Based on this schedule Commissioner Downs asked if there was a recommended date based on EDA or the planning grant. Mrs. Davenport stated that she thought it would be helpful to have the annual meeting before the partnership planning dollars are awarded. Mr. Christensen stated that it would be good to correspond with the Wasatch Front Regional Council budget timeline. Mr. Gruber stated that a meeting before the Wasatch Front Regional Council adopts its budget would be best and recommends that the WFEDD annual meeting take place sometime after January and before early March of the year. Based on this information, the quarterly meeting schedule was revised so that meetings are to continue to be held quarterly but to be held during the months of May, August, November, and February. Meetings will continue to be on the fourth Monday at 1:00 pm at WFRC offices. The Board agreed that the best month for the annual meeting is February. Mr. Bouwhuis made the motion to accept the new meeting schedule and annual meeting date, Commissioner Downs seconded, all were in favor and the motion passed.

5. ACTION – Board and Strategy Committee Membership and Terms

LaNiece

Mrs. Davenport reminded members that the Board is made up of eleven members, two from each county and one statewide representative. Additionally, the Board must be principally government representatives. There are five Board members whose terms expire May 2014 and one whose term expires December 2014. The Board needs to seek re-appointments for the COG appointed members which include Commissioner Downs and Commissioner Zogmaister. They also need to re-appoint or replace the other non-COG appointed members which include Mr. Bouwhuis, Mr. Sloan, Mrs. Gochnour, and Mr. Edwards. After discussion, the Board agreed to revise all member terms so that they expire at the end of the calendar year (December) rather than the end of May. The Board also agreed to find or recommend alternates for each Board member. Commissioner Downs made the motion to approve the Board Member changes, Commissioner Milne seconded the motion, all were in favor and the motion passed.

Based on the discussion, the new Board Membership roster and terms is as follows.

<u>NAME</u>	<u>REPRESENTING</u>	<u>POSITION</u>	<u>TERM</u>	<u>APPOINTEE</u>	<u>COUNTY</u>
Shelly Betz	Morgan City	Council Member	May 2012 - Dec 2015	COG	Morgan
Carlton Christensen	Salt Lake Co	Development Dir	May 2012 – Dec 2016	COG	Salt Lake
Louenda Downs	Davis Co	Commissioner	May 2012 – Dec 2014	COG	Davis
Shawn Milne	Tooele Co	Commissioner	May 2012 – Dec 2016	COG	Tooele
Jan Zogmaister	Weber Co	Commissioner	May 2012 – Dec 2014	COG	Weber
Michael Bouwhuis	DATC	President	May 2012 – Dec 2016	Board	Davis
Craig Bott	Grow UT Vent	President	May 2012 – Dec 2015	Board	Weber
Chris Sloan	Group1 Real Est	Owner	Sept 2012 – Dec 2016	Board	Tooele
Albert Wilde	Widow Maker	Owner	May 2012 – Dec 2015	Board	Morgan
Jeff Edwards	EDCUtah	President	May 2012 – Dec 2016	Board	State
(name)	(name)	(Gov position)	May 2014 – Dec 2016	Board	Salt Lake

Mrs. Davenport also noted that all Strategy Committee members’ terms expire June 2014. She reminded the Board that this Committee is responsible for guiding the development of the Comprehensive Economic Development Strategy or CEDS. The Committee is made up of the eleven Board members plus ten additional

members that represent the general economic interests of the region. This Committee needs to have predominantly a private-sector membership composition. The Board can re-appoint or replace any or all members and must also appoint alternates for each member. Some of the Board members agreed to reach out to some of the Committee members that were not able to attend regularly to see if they are interested in serving another term. Commissioner Milne made the motion to re-appoint the following Strategy Committee members each with a two year term to expire June 2016, Commissioner Downs seconded the motion, all were in favor and the motion passed: Tom Christopoulos, Susie Becker, Scott Parkinson, Alan Rindlisbacher, and John Wilkinson.

6. ACTION – Appoint Chair and Vice Chair

Carlton

Mr. Christensen reminded the Board that the officers' terms expire this month. He expressed his desire to rotate officers in order to bring in fresh and new leadership. He stated that he would welcome the current Vice Chair Commissioner Milne as the new Chair. There was discussion and Commissioner Downs made the motion to appoint Commissioner Milne as Chair and Mr. Bouwhuis as Vice Chair, all were in favor and the motion passed.

7. Presentation on Transportation and Economic Development

Ted

Mr. Gruber prefaced the presentation by stating the importance of linking transportation planning with land use planning and decision making. Ted presented information on what the Wasatch Front Regional Council does and it can work with the Wasatch Front Economic Development District. He highlighted some existing and future transportation and economic activity collaborative efforts. There was discussion held around how WFRC and WFEDD could work together in the future, here are some of the topics: WFRC look at future "hot spot" development areas or areas with high growth potential; WFRC work with economic development professionals in addition to planners and engineers; WFRC bring the RTP to the WFEDD for their review and to ensure concurrence with local long range plans and efforts; WFEDD add "hot spot" areas or other growth centers to CEDS. The Board agreed to bring this information to the Strategy Committee for their review and input.

8. Other Business

Carlton

Mr. Milne reminded the Board that the next meeting will be held Monday, August 18th at 1:00 pm. Mr. Christensen asked if there was any other business to discuss. Mr. Bouwhuis suggested an agenda item for the next meeting. No other items were discussed. Meeting was adjourned at 2:45.