

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Wednesday, November 09, 2016**

MINUTES

CALL TO ORDER

Chairman Kequom called to order the EDA Board Meeting at 12:04 pm.

ROLL CALL

Present: Kequom, Perry, Alwood, Elmore, Chowdhary, Johnson, Smith, Zalud

Absent: Figg, Hunter, Bacon

Others Present: Mark Stuhldreher, Township Manager; Angela Schofield, Building Dept. Clerk

APPROVAL OF AGENDA

MOTION by Johnson SUPPORTED by Alwood to approve the agenda as presented. MOTION CARRIED 8-0.

APPROVAL OF MINUTES

MOTION by Johnson SUPPORTED by Perry to approve minutes from the October 18, 2016 meeting as presented.

MOTION CARRIED 8-0.

PUBLIC COMMENT – None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Discussion was held on the accounts payable, vendors and the need for formal service agreements. Manager Stuhldreher stated he was looking to get formal agreements in place for 2017. The following EDA vendors were identified: Doug's Small Engine, Pleasant Thyme, Wilson Lawn Care and Central Michigan Irrigation.

ACTION ITEM: The Board requested administration bid out all 2017 contracts.

MOTION by Zalud SUPPORTED by Chowdhary to approve the East EDA payables in the amount of \$19,123.65 as presented. MOTION CARRIED 8-0.

The Board reviewed the financial statements, as well as the report format. Manager Stuhldreher recommended implementing revisions to the balance sheet and income statement report format.

The Financials were RECEIVED AND FILED by Chairman Kequom.

NEW BUSINESS

1. 2017 EDA BUDGET APPROVAL/RECOMMENDATION TO BOARD OF TRUSTEES

The 2017 recommended budget was reviewed including discussion of the EDA project list for both the East and West EDA. There were no capital projects budgeted in the East EDA for 2017, as they have not yet been identified. A budget amendment will be made when projects are identified. Mr. Zalud suggested looking at leveraging, seeking available grants for the Lincoln Road project budgeted for the West EDA. Manager Stuhldreher informed the Board that only one contract for the Lincoln Road project has been executed with the County in the amount of \$172,000, \$300,000 has been allocated for the project and additional contracts will be needed.

MOTION by Alwood SUPPORTED by Perry for approval and adoption of the FY 2017 Budget for the East DDA Fund, West DDA Fund, and the West DDA G/O Debt Fund with recommendation of adoption to the Township Board of Trustees. MOTION CARRIED 8-0.

2. APPROVAL OF FY 2016 BUDGET AMENDMENT

Manager Stuhldreher outline the proposed 2016 budget amendment, discussion was held on the evolution of the existing project list, and future projects.

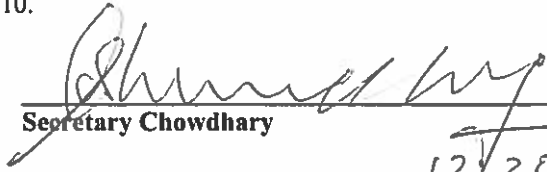
MOTION by Zalud SUPPORTED by Elmore to approve the FY 2016 Budget Amendment for the East DDA Fund, West DDA Fund, and the West DDA G/O Debt Fund and to further recommend approval to the Township Board of Trustees. MOTION CARRIED 8-0.

PENDING BUSINESS

1. BOARD APPOINTMENTS/TERMS – IN PROCESS, NO UPDATES
3. PROJECT LIST REVIEW: EAST AND WEST EDA – IN PROCESS, NO UPDATES

Meeting was adjourned by Chairman Kequom at 1:10.

APPROVED BY


Secretary Chowdhary
12/20/16

(Recorded by Angela Schofield)