



**Economic Development Authority Board (EDA)**

**Regular Meeting – Township Hall**

**Tuesday, January 17, 2017**

**5:15 p.m.**

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES DECEMBER 20, 2016
5. PUBLIC COMMENT
6. REPORTS
  - A. ACCOUNTS PAYABLE APPROVAL  
EAST D.D.A. DISTRICT #248 - **CHECK REGISTER**  
WEST D.D.A. DISTRICT #250 – **IF ANY**  
WEST D.D.A. GO DEBT SERVICE #396 – **IF ANY**
  - B. DECEMBER FINANCIAL REPORTS: INCOME/EXPENSE STATEMENT; BALANCE SHEET  
EAST D.D.A. DISTRICT #248  
WEST D.D.A. DISTRICT #250  
WEST DDA: GO DEBT SERVICE #396
  - C. MANHOLE PROJECT UPDATE: KIM SMITH
  - D. BOARD APPOINTMENTS/TERM UPDATE: RECEIVE AND FILE
7. NEW BUSINESS
  - A. SERVICE CONTRACT: PLEASANT THYME – DDA BEAUTIFICATION
  - B. APPROVE RESPONSE LETTER: STONERIDGE SUBDIVISION REQUEST FOR EDA SUPPORT
8. PENDING BUSINESS
  - A. PROJECT LIST REVIEW: EAST AND WEST DDA: NO UPDATE
9. ADJOURNMENT UNTIL NEXT REGULAR EDA MEETING: FEBRUARY 21, 2017

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular Board Meeting  
Tuesday, December 20, 2016**

**MINUTES**

**CALL TO ORDER**

Chairman Kequom called to order the EDA Board Meeting at 5:16 pm.

**ROLL CALL**

Present: Kequom, Perry, Chowdhary, Johnson, Smith, Bacon

Excused: Hunter, Elmore, Zalud

Absent: Figg

Vacant: Board of Trustee Appointment

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

**APPROVAL OF AGENDA**

MOTION by **Johnson** SUPPORTED by **Chowdhary** to approve the agenda as presented. MOTION CARRIED 6-0.

**APPROVAL OF MINUTES**

MOTION by **Johnson** SUPPORTED by **Perry** to approve minutes from the November 9, 2016 special meeting as presented.

MOTION CARRIED 6-0.

**PUBLIC COMMENT** – None

**ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

Discussion on accounts payable included: payment to Cully Contracting in the amount of \$71,261.40 for sewer re-lining, leaving 5% retainage for a punch list, project to be completed in approximately two weeks; the payment to Wilson Lawn Care in the amount of \$2,520.00 brings their account current.

**ACTION ITEM:** The Board requested pay certification/documentation for Cully Contracting before the retainage is released.

MOTION by **Perry** SUPPORTED by **Chowdhary** to approve the East EDA payables in the amount of \$82,727.32 as presented.

MOTION CARRIED 6-0.

The Board reviewed the financial statements. Manager Stuhldreher highlighted the East EDA State Aid revenue line item of \$70,565 as a result of the State making municipalities' whole for losses due to the change in State law regarding personal property taxes. The Township applied for and was granted these funds, they are not guaranteed and subject to future changes in State law/budgets.

The November Financial Reports were RECEIVED AND FILED by Chairman Kequom.

**NEW BUSINESS**

**1. 2017 FESTIVAL OF BANNERS: APPROVAL TO PARTICIPATE**

Discussion was held on the Festival of Banners program, previous participation and the request for 2017 participation (budgeted item).

MOTION by **Chowdhary** SUPPORTED by **Bacon** to approve participation in the 2017 Festival of Banners program at a cost of \$4,500. MOTION CARRIED 6-0.

**2. APPROVAL OF FY 2017 MEETING SCHEDULE**

MOTION by **Perry** SUPPORTED by **Smith** to approve the FY 2017 EDA Board Meeting schedule in accordance with the Open Meetings Act. MOTION CARRIED 6-0.

**PENDING BUSINESS**

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

**DISCUSSION**

Mr. Chowdhary presented a potential project on Whiteville Rd. to the EDA Board. Discussion was held on whether or not the proposed project fell within the West DDA boundary.

**ACTION ITEM:** Administration will verify West EDA boundary, and prepare a response letter for the January meeting based on findings.

Mr. Stuhldreher updated the Board on the following:

1. Board of Trustees approved the 2017 East and West DDA budgets
2. Met with vendor, Pleasant Thyme; developing a service contract which should be ready for January Board meeting.
3. Bid Process for services provided by Pleasant Thyme bid process will not occur for 2017 program year as time restraints make it impossible to complete in time for spring, 2017:

Meeting adjourned by Chairman Kequom at 5:47.

**APPROVED BY**

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**Secretary Chowdhary**

**(Recorded by Angela Schofield)**

EDA BOARD MEMBERS						
	F Name	L Name	Appt. Date	Term Length	Term Expires	Sworn In Date
1	Thomas	Kequom	6/22/2016	3	4/14/2019	7/19/2016
2	James	Zalud	6/22/2016	3	4/14/2019	7/19/2016
3	Robert	Elmore	2/13/2013	4	2/13/2017	2/19/2013
4	Robert	Bacon	1/14/2015	4	1/31/2019	1/20/2015
5	<b>VACANT</b>			4	<b>TBD: BOT</b>	
6	Marty	Figg	6/22/2016	3	6/22/2019	7/11/2016
7	Sarjit	Chowdhary	1/14/2015	3	1/20/2018	1/20/2015
8	Cheryl	Hunter	6/22/2016	3	6/22/2019	7/19/2016
9	Vance	Johnson	2/13/2013	4	2/13/2017	2/27/2013
10	Michael	Smith	2/13/2013	4	2/13/2017	2/19/2013
11	Mark	Perry	3/26/2014	4	3/26/2018	7/19/2016

*\* MEMBERS TERMS/EXPIRATIONS RECONCILED 12/28/16 - MS/AS*



Economic Development Authority  
2010 South Lincoln  
Mt. Pleasant, MI 48858  
Phone 989-772-4600 Ext. 227  
Fax 989-773-1988

To: Stoneridge Subdivision and Meadowbrook Drive Neighbors

From: Economic Development Authority Board

Re: Request for EDA Assistance

Thank you for your project inquiry; however, the project presented lies outside the West DDA boundaries. State statute regulating Economic Development Authority expenditures prohibit spending outside the legal boundaries of the district, as defined by law.

The Board would like to thank you for your beautification efforts, and wishes you luck with the project. We also encourage your input on future EDA projects.

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Thomas Kequom  
Economic Development Authority, Chair

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Date