



Economic Development Authority Board (EDA)

Regular Meeting – Township Hall

Tuesday, May 16, 2017

5:15 p.m.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES APRIL 18, 2017
5. PUBLIC COMMENT
6. REPORTS
 - A. ACCOUNTS PAYABLE APPROVAL - APRIL
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. APRIL 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. BOARD MEMBER EXPIRATION MATRIX
7. NEW BUSINESS
 - A. APPROVE SERVICE CONTRACT WITH WILSON LAWN CARE, INC., TO PROVIDE LAWN MAINTENANCE SERVICES
 - B. APPROVE LETTER TO CHIPPEWA RIVER DISTRICT LIBRARY
8. PENDING BUSINESS
 - A. PROJECT LIST REVIEW: EAST AND WEST DDA: NO UPDATE
9. ADJOURNMENT UNTIL NEXT REGULAR EDA MEETING: JUNE 20, 2017

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, April 18, 2017**

MINUTES

CALL TO ORDER

Chairman Kequom called to order the EDA Board Meeting at 5:17 pm.

ROLL CALL

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

Excused: Figg, Gunning

Absent: Bacon, Hunter

Vacant: Elmore (Resigned)

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

APPROVAL OF AGENDA

MOTION by **Johnson** SUPPORTED by **Zalud** to APPROVE the agenda as presented. MOTION CARRIED 6-0.

APPROVAL OF MINUTES

MOTION by **Chowdhary** SUPPORTED by **Smith** to APPROVE minutes from the March 21, 2017 regular meeting as presented. MOTION CARRIED 6-0.

PUBLIC COMMENT – None

REPORTS

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Manager Stuhldreher reviewed the accounts payable for the East DDA.

MOTION by **Zalud** SUPPORTED by **Johnson** to APPROVE the East DDA payables in the amount of \$1,578.64 as presented. MOTION CARRIED 6-0.

Manager Stuhldreher gave the following updates:

- Grass cutting request for bids is on the street, with bids due this Monday
- Gateway repairs on the Welcome Banners are under way with a slight delay - parts on order
- Chippewa River District Library informed Union Township of new State Law allowing libraries to opt out of TIF capture

Discussion was held on the Library, tax capture and possible recommendations.

ACTION ITEM: Manager Stuhldreher to draft a letter to the Library for Board review.

Discussion was held on the Financial Reports. Manager Stuhldreher stated there was very little activity other than accounts payable, and both fund balance and cash position are favorable.

Further discussion was held on the Lincoln Road project; Manager Stuhldreher has requested consistent, timely invoices from the Road Commission. The Whiteville Road project was also discussed, but is not within the EDA boundaries.

The Financial Reports were RECEIVED AND FILED by Chairman Kequom.

NEW BUSINESS - NONE

PENDING BUSINESS -PROJECT LIST REVIEW: EAST AND WEST EDA – IN PROCESS, NO UPDATES

Manager Stuhldreher reminded the Board of the upcoming Ethics Training scheduled for April 26th at 4:00, and gave an update on the process for filling the vacant EDA Board seats.

Meeting was adjourned by Chairman Kequom at 5:35.

APPROVED BY

Secretary Chowdhary

05/10/2017 11:34 AM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 04/19/2017 - 05/16/2017

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 248 EDDA CHECKING					
04/25/2017	248	23 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	664.62
05/16/2017	248	3962	01358	21ST CENTURY MEDIA-MICHIGAN	246.78
05/16/2017	248	3963	00450	M M I	363.83
					<hr/>
248 TOTALS:					
Total of 3 Checks:					1,275.23
Less 0 Void Checks:					0.00
Total of 3 Disbursements:					<hr/> 1,275.23

05/10/2017 11:36 AM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 04/19/2017 - 05/16/2017

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
04/25/2017	248	23 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	48.45
					2027 FLORENCE	36.97
					4923 E PICKARD	40.61
					4675 E PICKARD	33.42
					4592 E PICKARD	23.37
					4592 E PICKARD #A	40.30
					5771 E PICKARD #B	23.37
					5771 E PICKARD #A	53.94
					5770 E PICKARD #B	23.24
					5770 E PICKARD #A	28.58
					5325 E PICKARD	94.24
					2029 2ND	84.89
					5157 E PICKARD #B	22.57
					5157 E PICKARD #A	58.99
					4900 E PICKARD	51.68
						<u>664.62</u>
05/16/2017	248	3962	01358	21ST CENTURY MEDIA-MICHIGAN	AD FOR EDDA MOWING BID	246.78
05/16/2017	248	3963	00450	M M I	PARK BENCH GROUND MAINT-APRIL	363.83
248 TOTALS:						
Total of 3 Checks:						1,275.23
Less 0 Void Checks:						0.00
Total of 3 Disbursements:						<u>1,275.23</u>

05/10/2017 11:39 AM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 04/19/2017 - 05/16/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
05/16/2017	250	214	00333	ISABELLA COUNTY ROAD COMMISSION	LINCOLN RD BRIDGE - PROGRESS PMT #1	100,000.00
250 TOTALS:						
Total of 1 Checks:						100,000.00
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						100,000.00

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	YTD BALANCE 04/30/2016		2017		YTD BALANCE 04/30/2017		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2017 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EDDA OPERATING								
Revenues								
Dept 000-NONE								
248-000-402.000	CURRENT PROPERTY TAX		0.00	430,000.00	430,000.00		0.00	0.00
248-000-402.001	PROPERTY TAX REFUNDS-MTT		0.00	(5,000.00)	(5,000.00)		0.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES		0.00	250.00	250.00		0.00	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT		0.00	2,000.00	2,000.00		420.88	21.04
248-000-665.000	INTEREST EARNED		595.15	1,000.00	1,000.00		489.64	48.96
248-000-671.000	OTHER REVENUE		0.00	200.00	200.00		0.00	0.00
Total Dept 000-NONE			595.15	428,450.00	428,450.00		910.52	0.21
TOTAL REVENUES			595.15	428,450.00	428,450.00		910.52	0.21
Expenditures								
Dept 000-NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES		1,718.32	3,500.00	3,500.00		768.09	21.95
248-000-801.003	SIDEWALK SNOWPLOWING		5,175.00	5,500.00	5,500.00		375.00	6.82
248-000-801.004	EDDA RIGHT OF WAY LAWN MOWING		840.00	5,000.00	5,000.00		0.00	0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS		0.00	2,500.00	2,500.00		0.00	0.00
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE		0.00	15,000.00	15,000.00		0.00	0.00
248-000-801.008	PURE MICHIGAN ADVERTISING		0.00	5,000.00	5,000.00		0.00	0.00
248-000-900.000	PUBLISHING & PUBLICATIONS		0.00	200.00	200.00		246.78	123.39
248-000-914.000	LIABILITY		1,125.00	1,400.00	1,400.00		1,162.85	83.06
248-000-920.000	UTILITIES		3,900.95	10,000.00	10,000.00		3,819.25	38.19
248-000-920.100	WATER & SEWER QTR. BILLING		0.00	12,500.00	12,500.00		0.00	0.00
248-000-940.000	LEASE/RENT		687.50	700.00	700.00		550.00	78.57
248-000-976.207	STREET LIGHT BANNERS		4,500.00	5,000.00	5,000.00		4,500.00	90.00
Total Dept 000-NONE			17,946.77	66,300.00	66,300.00		11,421.97	17.23
Dept 336-FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION		0.00	60,775.00	60,775.00		0.00	0.00
Total Dept 336-FIRE DEPARTMENT			0.00	60,775.00	60,775.00		0.00	0.00
TOTAL EXPENDITURES			17,946.77	127,075.00	127,075.00		11,421.97	8.99
Fund 248 - EDDA OPERATING:								
TOTAL REVENUES			595.15	428,450.00	428,450.00		910.52	0.21
TOTAL EXPENDITURES			17,946.77	127,075.00	127,075.00		11,421.97	8.99
NET OF REVENUES & EXPENDITURES			(17,351.62)	301,375.00	301,375.00		(10,511.45)	3.49

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	YTD BALANCE		2017		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2017 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WDDA OPERATING								
Revenues								
Dept 000-NONE								
250-000-402.000	CURRENT PROPERTY TAX	0.00		460,000.00	460,000.00	0.00		0.00
250-000-402.001	PROPERTY TAX REFUNDS-MTT	0.00		(4,000.00)	(4,000.00)	0.00		0.00
250-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		250.00	250.00	0.00		0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	0.00		300.00	300.00	0.00		0.00
250-000-665.000	INTEREST EARNED	532.72		1,500.00	1,500.00	552.95		36.86
Total Dept 000-NONE		532.72		458,050.00	458,050.00	552.95		0.12
TOTAL REVENUES		532.72		458,050.00	458,050.00	552.95		0.12
Expenditures								
Dept 000-NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00		500.00	500.00	0.00		0.00
250-000-976.214	LINCOLN ROAD AND BRIDGE	0.00		300,000.00	300,000.00	0.00		0.00
Total Dept 000-NONE		0.00		300,500.00	300,500.00	0.00		0.00
Dept 336-FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		37,300.00	37,300.00	0.00		0.00
Total Dept 336-FIRE DEPARTMENT		0.00		37,300.00	37,300.00	0.00		0.00
Dept 996-TRANSFER OUT								
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERVICE	0.00		265,000.00	265,000.00	0.00		0.00
Total Dept 996-TRANSFER OUT		0.00		265,000.00	265,000.00	0.00		0.00
TOTAL EXPENDITURES		0.00		602,800.00	602,800.00	0.00		0.00
Fund 250 - WDDA OPERATING:								
TOTAL REVENUES		532.72		458,050.00	458,050.00	552.95		0.12
TOTAL EXPENDITURES		0.00		602,800.00	602,800.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		532.72		(144,750.00)	(144,750.00)	552.95		0.38

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	YTD BALANCE 04/30/2016		2017 ORIGINAL BUDGET		2017 AMENDED BUDGET		YTD BALANCE 04/30/2017		% BDGT USED
		NORMAL	(ABNORMAL)					NORMAL	(ABNORMAL)	
Fund 396 - WDDA G/O DEBT SERVICE FUND										
Revenues										
Dept 000-NONE										
396-000-665.000	INTEREST EARNED		11.44		50.00		50.00		3.41	6.82
Total Dept 000-NONE			11.44		50.00		50.00		3.41	6.82
Dept 961-TRANSFER IN										
396-961-699.250	TRANSFER IN FROM WDDA		0.00		265,000.00		265,000.00		0.00	0.00
Total Dept 961-TRANSFER IN			0.00		265,000.00		265,000.00		0.00	0.00
TOTAL REVENUES			11.44		265,050.00		265,050.00		3.41	0.00
Expenditures										
Dept 906-DEBT SERVICE										
396-906-991.000	BOND - PRINCIPAL		0.00		32,526.00		32,526.00		0.00	0.00
396-906-996.000	BOND - INTEREST		0.00		232,474.00		232,474.00		0.00	0.00
Total Dept 906-DEBT SERVICE			0.00		265,000.00		265,000.00		0.00	0.00
TOTAL EXPENDITURES			0.00		265,000.00		265,000.00		0.00	0.00
Fund 396 - WDDA G/O DEBT SERVICE FUND:										
TOTAL REVENUES			11.44		265,050.00		265,050.00		3.41	0.00
TOTAL EXPENDITURES			0.00		265,000.00		265,000.00		0.00	0.00
NET OF REVENUES & EXPENDITURES			11.44		50.00		50.00		3.41	6.82
TOTAL REVENUES - ALL FUNDS										
TOTAL REVENUES - ALL FUNDS			1,139.31		1,151,550.00		1,151,550.00		1,466.88	0.13
TOTAL EXPENDITURES - ALL FUNDS			17,946.77		994,875.00		994,875.00		11,421.97	1.15
NET OF REVENUES & EXPENDITURES			(16,807.46)		156,675.00		156,675.00		(9,955.09)	6.35

Fund 248 EDDA OPERATING

GL Number	Description	Balance
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*** Assets ***

248-000-001.000	CASH	47,829.93
248-000-002.000	SAVINGS	703,094.66

Total Assets		750,924.59
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*** Liabilities ***

248-000-202.000	ACCOUNTS PAYABLE	610.61
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Total Liabilities		610.61
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*** Fund Balance ***

248-000-365.369	NONSPENDABLE FUND BALANCE	1,537.85
248-000-370.379	RESTRICTED FUND BALANCE	881,206.08

Total Fund Balance		882,743.93
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Beginning Fund Balance - 2016		882,743.93
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Net of Revenues VS Expenditures - 2016		(121,918.50)
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*2016 End FB/2017 Beg FB		760,825.43
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Net of Revenues VS Expenditures - Current Year		(10,511.45)
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Ending Fund Balance		750,313.98
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Total Liabilities And Fund Balance		750,924.59
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* Year Not Closed

Fund 250 WDDA OPERATING

GL Number	Description	Balance
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*** Assets ***

250-000-001.000	CASH	5,184.37
250-000-002.000	SAVINGS	842,910.41
250-000-002.001	SHARES	53.70

Total Assets		848,148.48
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*** Liabilities ***

Total Liabilities		0.00
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*** Fund Balance ***

250-000-370.379	RESTRICTED FUND BALANCE	646,373.46
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Total Fund Balance		646,373.46
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Beginning Fund Balance - 2016		646,373.46
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Net of Revenues VS Expenditures - 2016		201,222.07
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*2016 End FB/2017 Beg FB		847,595.53
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Net of Revenues VS Expenditures - Current Year		552.95
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Ending Fund Balance		848,148.48
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Total Liabilities And Fund Balance		848,148.48
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* Year Not Closed

Fund 396 WDDA G/O DEBT SERVICE FUND

GL Number	Description	Balance
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*** Assets ***

396-000-001.000	CASH	8,901.86
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Total Assets		8,901.86
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*** Liabilities ***

Total Liabilities		0.00
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*** Fund Balance ***

396-000-370.379	RESTRICTED FUND BALANCE	29,723.82
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Total Fund Balance		29,723.82
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Beginning Fund Balance - 2016		29,723.82
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Net of Revenues VS Expenditures - 2016		(20,825.37)
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*2016 End FB/2017 Beg FB		8,898.45
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Net of Revenues VS Expenditures - Current Year		3.41
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Ending Fund Balance		8,901.86
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Total Liabilities And Fund Balance		8,901.86
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* Year Not Closed

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Norm	Woerle	11/20/2020
2-Chair	Phil	Squattrito	2/15/2020
3- Vice Chair	Bryan	Mielke	2/15/2018
4-Secretary	Alex	Fuller	2/15/2020
5-Vice Secretary	John	Zerbe	2/15/2018
6	Ryan	Buckley	2/15/2019
7	Denise	Webster	2/15/2020
8	Erik	Robinette	2/15/2018
9	Dwayne	Strachan	2/15/2018
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Tim	Warner	12/31/2019
2-PC Rep / Vice Chair	Bryan	Mielke	2/18/2018
3-Vice Secretary	Jake	Hunter	12/31/2019
4-Secretary	Mike	Darin	12/31/2019
5	Paul	Gross	12/31/2018
Alt. #1	Andy	Theisen	12/31/2019
Alt. #2	Taylor	Sheahan-Stahl	2/15/2018
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1-Chair	Ronald	Mclvor	12/31/2018
2	James	Thering	12/31/2018
3	Brian	Neyer	12/31/2018
Alt #1	Mary Beth	Orr	1/25/2019
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Laura	Coffee	12/31/2018
2	Mike	Lyon	12/31/2018
3	Jay	Kahn	12/31/2018
4	Phil	Mikus	11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2017
2	Richard	Klumpp	12/31/2017
3	Andy	Theisen	12/31/2017
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2018
2	John	Dinse	12/31/2017
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2019



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Thomas	Kequom	4/14/2019
2	James	Zalud	4/14/2019
3	Robert	Elmore	2/13/2017
4	Robert	Bacon	1/13/2019
5	Ben	Gunning	11/20/2020
6	Marty	Figg	6/22/2018
7	Sarvjit	Chowdhary	1/20/2018
8	Cheryl	Hunter	6/22/2019
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	Mark	Perry	3/26/2018
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Brian	Smith	12/31/2019

REQUEST FOR EDA BOARD ACTION

To: EDA

DATE: May 4, 2017

FROM: Mark Stuhldreher, Manager

DATE FOR AUTHORITY

CONSIDERATION: 5/16/17

ACTION REQUESTED: APPROVAL OF A SERVICE AGREEMENT WITH Wilson Lawn Care, Inc., to provide lawn maintenance services to EDA during the 2017, 2018 and 2019 growing seasons.

Current Action _____

Emergency _____

Funds Budgeted: If Yes X Account # 248-000-801.004 No _____

Finance Approval MDS

BACKGROUND INFORMATION

Historically, the EDA has contracted for lawn maintenance services along Pickard Rd from Packard St to Summerton.

In April of 2017, bids were solicited for this service. Three bids were received. The bid analysis sheet is attached. Wilson Lawn Care, Inc., is being recommended as the low, responsive bid. The Agreement is for three years, subject to annual appropriation by the EDA.

SCOPE OF SERVICES

The area will be cut as needed to a height of 2.5 to 3.0 inches. Areas that cannot be reached with a mower will be done with a trimmer. All walkways will be blown free of grass and debris. A spring and fall clean up is also part of the contract.

JUSTIFICATION

The EDA is charged with overseeing economic development activities in certain areas of the Township. As outlined in the Union Township Economic Development Plan, EDA goals include, among other things attracting and retaining businesses, and increasing recreational activities/events and tourism in the area.

The geographic area covered under this contract is a major corridor within the EEDA boundary. Beautification efforts along this corridor are vital to the attainment of these goals, creating a sense of place and establishing Union Township as a destination.

PROJECT IMPROVEMENTS

Board of Trustee's goals addressed by this project (from Policy 1.0: Global End)

1. Community well-being and common good
2. Health

3. Natural Environment
4. Commerce

COSTS

The estimated annual cost for these services is \$10,700 based on assumed 25 cuts per growing season. The estimated total contract cost, assuming it is in place for all three growing seasons, is \$32,100.00.

PROJECT TIME TABLE

As outlined in the Service Agreement, the area will cut approximately weekly depending on conditions.

RESOLUTION

Approval of a Service Agreement with Wilson Lawn Care, Inc., to provide lawn maintenance services to EDA during the 2017, 2018 and 2019 growing seasons, with 2018 and 2019 subject to annual appropriation.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

EDA Grass Bid Analysis

Assumed # cuts per year 25

Green Scene

cost per cut

Yr 1	Yr 2	Yr3
\$490	\$525	\$525

Spring Clean Up

600 650 650

Fall Clean Up

700 750 750

Annual Grass Cutting

12,250 13,125 13,125

Annual Expense

\$13,550 \$14,525 \$14,525

Total Contract Amount \$42,600

Proton

cost per cut

Yr 1	Yr 2	Yr3
\$500	\$520	\$525

Spring Clean Up

1,500 1,600 1,700

Fall Clean Up

2,000 2,100 2,200

Annual Grass Cutting

12,500 13,000 13,125

Annual Expense

\$16,000 \$16,700 \$17,025

Total Contract Amount \$49,725

Wilson

cost per cut

Yr 1	Yr 2	Yr3
\$400	\$400	\$400

Spring Clean Up

350 350 350

Fall Clean Up

350 350 350

Annual Grass Cutting

10,000 10,000 10,000

Annual Expense

\$10,700 \$10,700 \$10,700

Total Contract Amount \$32,100

SERVICES CONTRACT

THIS SERVICES CONTRACT ("Contract") is made effective _____, 2017, by and between The Union Township Economic Development Authority ("EDA"), a downtown development authority of the Charter Township of Union, whose address is 2010 S. Lincoln Road, Mt. Pleasant, Michigan 48858 and Wilson Lawn Care, Inc., (COMPANY) whose address is 4989 E. Millbrook Rd, Mt. Pleasant, Michigan 48858.

In consideration of the mutual promises and conditions contained in this Contract, the parties agree as follows:

1. COMPANY will provide lawn maintenance services to EDA during the 2017, 2018, and 2019 growing seasons within the curb lawn area along Pickard Road from Packard St to Summerton, both north and south side of street and to include the intersection of US 127 and M 20 and as more fully set forth in Attachment A. Services for 2018 and 2019 are conditioned on an annual appropriation by the EDA.
2. COMPANY will invoice EDA on a monthly basis for work performed. The invoice will provide an itemization of the number and date of each cut and each clean-up.
3. COMPANY will remain the employer of record for all workers performing the services set forth herein. COMPANY agrees to obtain workers' compensation coverage for itself and its employees, if any, if required by law, and to furnish a copy of its certificate of insurance to EDA. Further, as the employer, COMPANY shall be solely liable and responsible for unemployment compensation compliance and withholdings, and acknowledges and understands that EDA shall make no state or federal unemployment compensation payments on behalf of COMPANY or COMPANY employees.
4. COMPANY shall at all times maintain comprehensive liability insurance for injuries to third parties and their property, with such limits as are acceptable to EDA. Company will provide a Certificate of Liability Insurance naming the Township as an additional insured party.
5. Maintenance services amounts shall be invoiced per Attachment A. Payment is subject to annual appropriation by the EDA.
6. Any changes or amendments to this Contract will be by mutual consent, evidenced in writing.
7. All work shall be completed in a professional manner according to standard industry practices. Any alteration or deviation from the above specifications (and as referenced in Attachment A) involving extra costs will be executed only upon written orders signed by EDA, and will become an extra charge over and above contracted price per Attachment A.
8. COMPANY agrees to indemnify, defend, and hold harmless EDA from and against any and all claims, losses, damages and/or liabilities arising out of or in any way related to COMPANY's performance of its obligations under this Contract, including any claims, losses,

damages, and/or liabilities resulting from the negligent acts or omissions of COMPANY, its employees, agents, or anyone acting on the behalf of COMPANY.

9. The invalidity or unenforceability of any particular provision of this Contract shall not invalidate or affect any other provisions hereof, and this Contract shall be construed in all respects as if such invalid or unenforceable provision were omitted.

10. This Contract constitutes the entire agreement of the parties hereto with respect to the subject matter hereof and all prior and contemporaneous agreements between the parties, whether written or oral, are merged herein and shall be of no force or effect.

11. COMPANY may not assign or subcontract any rights or obligations under this Contract without EDA's prior written approval.

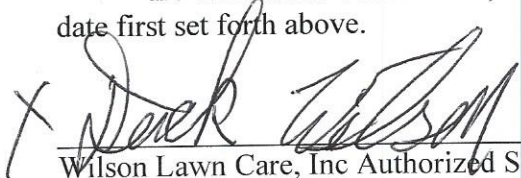
12. Unless terminated earlier pursuant to this Agreement, this Agreement shall commence on the date this Agreement is executed and shall terminate at the end of the 2019 growing season, subject to an annual appropriation by the EDA.

The EDA may revoke this Agreement at will. In the absence of a breach of this Agreement by the Company, prior to terminating the Agreement, the EDA shall first give the Company 30 days' written notice that it is considering such action and the date and time of the EDA meeting at which such action will initially be considered so that the Company may address the EDA.

The Township Manager of the Township may suspend or revoke this Agreement if the Company has breached the terms of this Agreement and the Company fails to cure such breach within 15 days of written notice thereof.

The Company may terminate this Agreement for any reason by providing 30 days' written notice to the Township.

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the date first set forth above.

X 

Wilson Lawn Care, Inc Authorized Signature

EDA Authorized Signature



Economic Development Authority
2010 South Lincoln
Mt. Pleasant, MI 48858
Phone 989-772-4600 Ext. 242
Fax 989-773-1988

May 8, 2017

Mr. Corey Friedrich, M.L.I.S.
Library Director
Chippewa River District Library
301 S. University Avenue
Mount Pleasant, MI 48858

Dear Mr. Friedrich,

On behalf of the Charter Township of Union Economic Development Authority (EDA), thank you for the opportunity to speak to the Library Board of Trustees regarding participation in the tax capture authority. While an EDA representative will not be appearing in person, please use this letter as our communication to the Board regarding this matter.

The East and West Downtown Development Authorities captured from the Library approximately \$54,000 and \$34,000 respectively, in the most recent tax year. Over the years, these funds have supported numerous East Downtown Development corridor beautification projects including the addition of decorative street lights and benches, welcome banners, landscaping and flower arrangements along Pickard Road. Tax capture funds have also contributed to the retirement of debt issued to install water and sewer mains in the West Downtown Development District.

It is our hope to continue the partnership currently in place, working together to strengthen our community and improving the quality of life for those who live, work, learn and play in the Union Township and Mt. Pleasant area. Again, thank you for your shared contributions over the years, and we respectfully accept whatever decision the Library Board ultimately makes regarding this matter.

Sincerely,

Thomas Kequom
Chair, Charter Township of Union Economic Development Authority

cc Charter Township of Union Economic Development Authority Board Members