

# Charter Township Of Union



Economic Development Authority Board (EDA)  
Regular Meeting – Township Hall  
Tuesday October 17, 2017  
5:15 p.m.

## AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES SEPTEMBER 19, 2017
5. PUBLIC COMMENT
6. REPORTS
  - A. ACCOUNTS PAYABLE APPROVAL – SEPTEMBER  
EAST DDA DISTRICT #248 – **CHECK REGISTER**  
WEST DDA DISTRICT #250 – **CHECK REGISTER**  
WEST DDA GO DEBT SERVICE #396 - **NONE**
  - B. SEPTEMBER FINANCIAL REPORTS: INCOME/EXPENSE STATEMENT; BALANCE SHEET  
EAST DDA DISTRICT #248  
WEST DDA DISTRICT #250  
WEST DDA GO DEBT SERVICE #396
  - C. BOARD MEMBER EXPIRATION MATRIX
7. NEW BUSINESS
  - A. LINCOLN ROAD – BRIDGE TO BROOMFIELD PROJECT 2018 – PAT GAFFNEY, P.E. ISABELLA COUNTY ROAD COMMISSION
  - B. ISABELLA ROAD SAFETY IMPROVEMENTS PROJECT 2018 – PAT GAFFNEY, P.E. ISABELLA COUNTY ROAD COMMISSION
  - C. LINCOLN ROAD BRIDGE 2017 PROJECT RECAP – PAT GAFFNEY, P.E. ISABELLA COUNTY ROAD COMMISSION
  - D. CREATE SUB-COMMITTEE FOR FUTURE PROJECT DEVELOPMENT
  - E. APPROVAL OF FY 2018 BUDGET AND RECOMMEND APPROVAL TO BOARD OF TRUSTEES
8. PENDING BUSINESS
9. ADJOURNMENT UNTIL NEXT REGULAR EDA MEETING: NOVEMBER 14, 2017

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular Board Meeting  
Tuesday September 19, 2017**

**MINUTES**

**CALL TO ORDER**

Chairman Kequom called to order EDA Board Meeting at 5:17 p.m.

**ROLL CALL**

Present: Kequom, Zalud, Hunter, Smith, Bacon, Gunning, Chowdhary, Barz, Figg (late), Perry (5:22)

Excused: Johnson

Absent:

Others Present: Mark Stuhldreher-Township Manager; Amy Peak-Building Dept. Clerk

**APPROVAL OF AGENDA**

MOTION by **Gunning** SUPPORTED by **Bacon** to APPROVE the agenda as presented. MOTION CARRIED 8-0.

**APPROVAL OF MINUTES**

MOTION by **Gunning** SUPPORTED by **Chowdhary** to APPROVE minutes from the August 15, 2017 regular meeting as presented. MOTION CARRIED 8-0.

**PUBLIC COMMENT** – Connie Bills of Point Royal Subdivision asked the EDA if it would consider helping with adding a pathway from Point Royal Subdivision to town.

**REPORTS**

**ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

Manager Stuhldreher reviewed the accounts payable for the East DDA.

MOTION by **Zalud** SUPPORTED by **Perry** to APPROVE the East DDA payables in the amount of \$26,623.84 as presented. MOTION CARRIED 10-0.

MOTION by **Zalud** SUPPORTED by **Perry** to APPROVE the West DDA G/O Debt Fund payables in the amount of \$800.00 as presented. MOTION CARRIED 10-0.

Manager Stuhldreher reviewed financial reports.

August Financial Reports were RECEIVED AND FILED by Chairman Kequom.

Manager Stuhldreher stated the irrigation system was now in working order and he will be looking in to an ongoing maintenance agreement. He will be meeting with Pleasant Thyme, Thielen and Wilson Lawn Care. Manager Stuhldreher stated that he would be contacting current vendors for winterization of irrigation system and removal of banners.

Manager Stuhldreher asked the board if they would be interested in looking in to a service contract or upgrading the current holiday lighting. Mark will be looking in to this.

Manager Stuhldreher gave update on the Sidewalk and Pathways committee as they are looking for 1 seat to be filled by a township residence with the first meeting to be in October.

**NEW BUSINESS**

- A. Manager Stuhldreher gave a presentation of the budget amendment proposal for the East DDA Operating Fund, West DDA Operating Fund, and West DDA G/O Debt Service Fund.

**ACTION ITEM:** MOTION by **Gunning** and SUPPORTED by **Barz** to **APPROVE** the budget amendments for East DDA Operating Fund, West DDA Operating Fund and West DDA G/O Debt Service Fund. MOTION CARRIED 10-0.

Reminder of the next scheduled EDA meeting on October 17, 2017.

Meeting was adjourned by Chairman Kequom at 5:56 p.m.

**APPROVED BY**

\_\_\_\_\_  
**Secretary Chowdhary**

**(Recorded by Amy Peak)**

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
09/29/2017	248	28 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA RD 2027 FLORENCE ST 4923 E PICKARD ST 4675 E PICKARD S 4592 E PICKARD ST #B 4592 E PICKARD ST #A 5771 E PICKARD RD #B 5771 E PICKARD RD #A 5770 E PICKARD ST #B 5770 E PICKARD ST #A 5325 E PICKARD ST 2029 2ND ST 5157 E PICKARD ST #B 5157 E PICKARD ST #A 4900 E PICKARD ST	48.80 35.95 36.59 32.58 24.22 34.16 24.09 45.68 24.22 54.55 81.78 78.62 24.22 56.87 46.52
						648.85
10/17/2017	248	3982				V
10/17/2017	248	3983				V
10/17/2017	248	3984				V
10/17/2017	248	3985				V
10/17/2017	248	3986	00640	WILSON LAWN CARE, INC	AUG 2017-MOWING & TRIMMING FREEWAY	2,000.00
10/17/2017	248	3987				V
10/17/2017	248	3988				V
10/17/2017	248	3989				V
10/17/2017	248	3990	00649	THIELEN TURF IRRIGATION, INC.	VALVE BOX, LIDS FOR IRRIGATION SYSTEM	10.00
10/17/2017	248	3991				V
10/17/2017	248	3992				V
10/17/2017	248	3993	00530	PLEASANT THYME HERB FARM	FALL CLEAN UP/REMOVE HANGING BASKETS	1,907.50
10/17/2017	248	3994	00722	CHARTER TOWNSHIP OF UNION	4929.1 E PICKARD 5655.1 E PICKARD 5662.1 E PICKARD 4858.1 E PICKARD US 27 OVERPASS	2,783.40 1,497.20 522.60 1,716.70 399.10
						6,919.00
10/17/2017	248	3995	00450	M M I	PARK BENCH GROUND MAINT-SEPT 2017	558.18
248 TOTALS:						
Total of 15 Checks:						12,043.53
Less 9 Void Checks:						0.00
Total of 6 Disbursements:						12,043.53

10/11/2017 03:53 PM  
User: SHERRIE  
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
CHECK DATE FROM 09/20/2017 - 10/17/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
10/17/2017	250	219	00333	ISABELLA COUNTY ROAD COMMISSION	LINCOLN RD BRIDGE - PROGRESS PMT #3	<u>100,000.00</u>
250 TOTALS:						
Total of 1 Checks:						100,000.00
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						<u>100,000.00</u>

User: SHERRIE

DB: Union

PERIOD ENDING 09/30/2017

GL NUMBER	DESCRIPTION	YTD BALANCE		2017		YTD BALANCE		% 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	426,383.74		430,000.00	442,000.00		441,993.16	100.00
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	2,143.16		2,000.00	2,000.00		1,860.58	93.03
248-000-445.000	INTEREST ON TAXES	0.00		0.00	1,000.00		1,029.32	102.93
248-000-573.000	STATE AID REVENUE	0.00		0.00	50,000.00		0.00	0.00
248-000-665.000	INTEREST EARNED	1,471.02		1,000.00	6,300.00		3,755.00	59.60
248-000-671.000	OTHER REVENUE	101.09		200.00	200.00		67.55	33.78
Total Dept 000-NONE		430,099.01		428,450.00	496,250.00		448,705.61	90.42
TOTAL REVENUES		430,099.01		428,450.00	496,250.00		448,705.61	90.42
Expenditures								
Dept 000-NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	8,341.67		3,500.00	5,200.00		3,503.21	67.37
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	10,080.00		5,000.00	13,000.00		6,000.00	46.15
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	5,314.56		2,500.00	21,200.00		25,024.01	118.04
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,937.50		15,000.00	18,000.00		14,865.50	82.59
248-000-801.008	PURE MICHIGAN ADVERTISING	5,000.00		5,000.00	5,000.00		5,000.00	100.00
248-000-826.000	LEGAL FEES	0.00		0.00	500.00		0.00	0.00
248-000-900.000	PRINTING & PUBLISHING	193.00		200.00	250.00		246.78	98.71
248-000-914.000	LIABILITY	1,125.00		1,400.00	1,400.00		1,162.85	83.06
248-000-920.000	UTILITIES	6,941.17		10,000.00	10,500.00		6,962.68	66.31
248-000-920.100	WATER & SEWER QTR. BILLING	10,460.81		12,500.00	12,500.00		11,439.00	91.51
248-000-940.000	LEASE/RENT	687.50		700.00	700.00		550.00	78.57
248-000-976.200	DISTRICT PROJECTS	0.00		0.00	50,000.00		0.00	0.00
248-000-976.207	STREET LIGHT BANNERS	6,988.66		5,000.00	16,200.00		8,700.00	53.70
248-000-976.213	ENTERPRISE PARK STREET RESURFACE	384,405.04		0.00	0.00		0.00	0.00
Total Dept 000-NONE		459,649.91		66,300.00	159,950.00		83,829.03	52.41
Dept 336-FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	60,775.00		60,775.00	61,600.00		61,665.00	100.11
Total Dept 336-FIRE DEPARTMENT		60,775.00		60,775.00	61,600.00		61,665.00	100.11
TOTAL EXPENDITURES		520,424.91		127,075.00	221,550.00		145,494.03	65.67
Fund 248 - EDDA OPERATING:								
TOTAL REVENUES		430,099.01		428,450.00	496,250.00		448,705.61	90.42
TOTAL EXPENDITURES		520,424.91		127,075.00	221,550.00		145,494.03	65.67
NET OF REVENUES & EXPENDITURES		(90,325.90)		301,375.00	274,700.00		303,211.58	110.38

User: SHERRIE

DB: Union

PERIOD ENDING 09/30/2017

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	457,662.49		460,000.00	494,600.00	494,598.66		100.00
250-000-402.001	PROPERTY TAX REFUNDS-MTT	(8,337.74)		(4,000.00)	(4,000.00)	0.00		0.00
250-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		250.00	0.00	0.00		0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	333.99		300.00	600.00	279.02		46.50
250-000-445.000	INTEREST ON TAXES	0.00		0.00	250.00	219.52		87.81
250-000-665.000	INTEREST EARNED	1,278.84		1,500.00	1,700.00	1,204.92		70.88
Total Dept 000-NONE		450,937.58		458,050.00	493,150.00	496,302.12		100.64
TOTAL REVENUES		450,937.58		458,050.00	493,150.00	496,302.12		100.64
Expenditures								
Dept 000-NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00		500.00	500.00	400.00		80.00
250-000-976.214	LINCOLN ROAD AND BRIDGE	0.00		300,000.00	300,000.00	300,000.00		100.00
Total Dept 000-NONE		0.00		300,500.00	300,500.00	300,400.00		99.97
Dept 336-FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	37,316.28		37,300.00	39,500.00	39,506.00		100.02
Total Dept 336-FIRE DEPARTMENT		37,316.28		37,300.00	39,500.00	39,506.00		100.02
Dept 996-TRANSFER OUT								
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERVICE	220,000.00		265,000.00	260,000.00	260,000.00		100.00
Total Dept 996-TRANSFER OUT		220,000.00		265,000.00	260,000.00	260,000.00		100.00
TOTAL EXPENDITURES		257,316.28		602,800.00	600,000.00	599,906.00		99.98
Fund 250 - WDDA OPERATING:								
TOTAL REVENUES		450,937.58		458,050.00	493,150.00	496,302.12		100.64
TOTAL EXPENDITURES		257,316.28		602,800.00	600,000.00	599,906.00		99.98
NET OF REVENUES & EXPENDITURES		193,621.30		(144,750.00)	(106,850.00)	(103,603.88)		96.96

User: SHERRIE

DB: Union

PERIOD ENDING 09/30/2017

GL NUMBER	DESCRIPTION	YTD BALANCE		2017		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2017 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 396 - WDDA G/O DEBT SERVICE FUND								
Revenues								
Dept 000-NONE								
396-000-665.000	INTEREST EARNED		46.28	50.00	30.00		30.71	102.37
Total Dept 000-NONE			46.28	50.00	30.00		30.71	102.37
Dept 961-TRANSFER IN								
396-961-699.250	TRANSFER IN FROM WDDA		220,000.00	265,000.00	260,000.00		260,000.00	100.00
396-961-699.398	TRANSFER IN FROM WDDA SPEC ASSESS DEBT		9,925.75	0.00	0.00		0.00	0.00
Total Dept 961-TRANSFER IN			229,925.75	265,000.00	260,000.00		260,000.00	100.00
TOTAL REVENUES			229,972.03	265,050.00	260,030.00		260,030.71	100.00
Expenditures								
Dept 906-DEBT SERVICE								
396-906-991.000	BOND - PRINCIPAL		33,268.00	32,526.00	32,526.00		32,526.00	100.00
396-906-996.000	BOND - INTEREST		216,732.00	232,474.00	232,474.00		232,474.00	100.00
396-906-996.001	BOND - PAYING AGENT FEES		800.00	0.00	800.00		800.00	100.00
Total Dept 906-DEBT SERVICE			250,800.00	265,000.00	265,800.00		265,800.00	100.00
TOTAL EXPENDITURES			250,800.00	265,000.00	265,800.00		265,800.00	100.00
Fund 396 - WDDA G/O DEBT SERVICE FUND:								
TOTAL REVENUES			229,972.03	265,050.00	260,030.00		260,030.71	100.00
TOTAL EXPENDITURES			250,800.00	265,000.00	265,800.00		265,800.00	100.00
NET OF REVENUES & EXPENDITURES			(20,827.97)	50.00	(5,770.00)		(5,769.29)	99.99
TOTAL REVENUES - ALL FUNDS								
			1,111,008.62	1,151,550.00	1,249,430.00		1,205,038.44	96.45
TOTAL EXPENDITURES - ALL FUNDS								
			1,028,541.19	994,875.00	1,087,350.00		1,011,200.03	93.00
NET OF REVENUES & EXPENDITURES			82,467.43	156,675.00	162,080.00		193,838.41	119.59



Fund 248 EDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	4,559.03
248-000-002.000	SAVINGS	1,070,872.66
<b>Total Assets</b>		<b>1,075,431.69</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	11,394.68
<b>Total Liabilities</b>		<b>11,394.68</b>
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	760,825.43
<b>Total Fund Balance</b>		<b>760,825.43</b>
<b>Beginning Fund Balance</b>		<b>760,825.43</b>
<b>Net of Revenues VS Expenditures</b>		<b>303,211.58</b>
<b>Ending Fund Balance</b>		<b>1,064,037.01</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,075,431.69</b>

Fund 250 WDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	5,278.37
250-000-002.000	SAVINGS	838,659.58
250-000-002.001	SHARES	53.70
<b>Total Assets</b>		<b>843,991.65</b>
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	100,000.00
<b>Total Liabilities</b>		<b>100,000.00</b>
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	847,595.53
<b>Total Fund Balance</b>		<b>847,595.53</b>
<b>Beginning Fund Balance</b>		<b>847,595.53</b>
<b>Net of Revenues VS Expenditures</b>		<b>(103,603.88)</b>
<b>Ending Fund Balance</b>		<b>743,991.65</b>
<b>Total Liabilities And Fund Balance</b>		<b>843,991.65</b>

Fund 396 WDDA G/O DEBT SERVICE FUND

GL Number	Description	Balance
*** Assets ***		
396-000-001.000	CASH	3,129.16
<b>Total Assets</b>		<b>3,129.16</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
396-000-370.379	RESTRICTED FUND BALANCE	8,898.45
<b>Total Fund Balance</b>		<b>8,898.45</b>
<b>Beginning Fund Balance</b>		<b>8,898.45</b>
<b>Net of Revenues VS Expenditures</b>		<b>(5,769.29)</b>
<b>Ending Fund Balance</b>		<b>3,129.16</b>
<b>Total Liabilities And Fund Balance</b>		<b>3,129.16</b>



## 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	Squatrito	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	vacant seat		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	Richard	Barz	2/13/2021
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 EDDA ACTION

**To:** EDA **DATE:** October 12, 2017

**FROM:** Mark Stuhldreher, Township Manager **DATE FOR EDDA CONSIDERATION:** October 17, 2017

**ACTION REQUESTED:** Approval and adoption of the FY 2018 Budget for the East DDA Fund, West DDA Fund, and the West DDA G/O Debt Fund and to further recommend adoption to the Township Board of Trustees.

Current Action \_\_\_\_\_ Emergency \_\_\_\_\_

Funds Budgeted: If Yes \_\_\_\_\_ Account # \_\_\_\_\_ No \_\_\_\_\_ N/A

Finance Approval \_\_\_\_\_ *MDS* \_\_\_\_\_

### BACKGROUND INFORMATION

It is recommended that the FY 2018 budget be adopted by the Authority for the funds listed above and as shown in the attached. A brief description of the significant items follows.

#### EDDA Operating

- Total budget is \$319k
- It is anticipated that a subcommittee will be created to recommend additional projects to be overseen by the Economic Development Authority
- The EDDA is no longer capturing tax increment revenue from the Chippewa River District Library
- Programs such as lawn mowing, irrigation, landscape maintenance are funded
- Funding to replace benches and trash receptacles along Pickard of \$50k
- Funding to support implementation of Isabella Rd traffic study recommendations of \$100k
- Funding transfer of \$61.6k to the Fire Fund to support fire service delivery contract with Mt Pleasant

#### WDDA Operating

- Total budget is \$463k
- Funding of \$100k in anticipation of Lincoln Rd improvements south of the bridge to Broomfield
- Funding of \$50k in support of Lincoln Rd sidewalks in the vicinity of the Township Hall
- Funding transfer of \$39.5k to the Fire Fund to support fire service delivery contract with Mt Pleasant
- Transfer to WDDA G/O debt service fund of \$272k
- FY 2018 is the last year for debt service payments and as a result, starting in 2019 the WDDA will no longer be capturing tax increment revenue from the school district or the Chippewa River District Library

#### WDDA G/O Debt Service

- Annual debt service payment of \$275.8k is funded by a budgeted transfer of \$272k from the WDDA operating fund and existing fund balance

### SCOPE OF SERVICES

Not applicable

**JUSTIFICATION**

Budget adoption is required under the Uniform Budget Act. As per the DDA Act, Authority budgets are also required to be approved by the Township Board of Trustees'. Board of Trustee approval is anticipated at their December 18, 2017 meeting.

**PROJECT IMPROVEMENTS**

The following Board of Trustee's goals are addressed in these budgets:

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity , and social diversity
- Safety
- Health
- Natural environment
- Commerce

**COSTS**

Not applicable

**PROJECT TIME TABLE**

The fiscal year begins January 1, 2018. Budget adoption is required prior to that date in order to expend resources throughout the fiscal year.

**RESOLUTION**

Authorization is hereby given to adopt the FY 2018 budget for the East DDA, West DDA, and the West DDA G/O Debt fund as per the attached and further recommend approval of same to the Township Board of Trustees.

Resolved by \_\_\_\_\_ Seconded by \_\_\_\_\_

- Yes:
- No:
- Absent:

\_\_\_\_\_  
EDA CHAIRPERSON

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	2017 PROJECTED ACTIVITY	2018 REQUESTED BUDGET	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES							
Dept 000-NONE							
248-000-402.000	CURRENT PROPERTY TAX	426,384	430,000	442,000	442,000	387,500	387,500
	FOOTNOTE AMOUNTS:				442,000	387,500	387,500
	2018 TAX CAPTURE EST REDUCED BY \$54,500 FOR CDRL						
248-000-402.001	PROPERTY TAX REFUNDS-MTT	(1,873)	(5,000)	(5,000)	(5,000)	(4,000)	(4,000)
248-000-402.100	PRIOR YEARS PROPERTY TAXES		250	(250)	(250)	(250)	(250)
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	2,149	2,000	2,000	2,000	2,000	2,000
248-000-445.000	INTEREST ON TAXES			1,000	1,000	500	500
248-000-573.000	STATE AID REVENUE	70,566		50,000	50,000	30,000	30,000
248-000-665.000	INTEREST EARNED	1,884	1,000	6,300	6,300	6,300	6,300
248-000-671.000	OTHER REVENUE	101	200	200	200	100	100
Totals for dept 000-NONE		499,211	428,450	496,250	496,250	422,150	422,150
TOTAL ESTIMATED REVENUES		499,211	428,450	496,250	496,250	422,150	422,150



GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	2017 PROJECTED ACTIVITY	2018 REQUESTED BUDGET	2018 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 000-NONE							
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	9,711	3,500	5,200	5,200	5,570	5,570
	FOOTNOTE AMOUNTS:				5,200	5,200	5,200
	PARK BENCH MAINTENANCE-MMI						
	FOOTNOTE AMOUNTS:					370	370
	MAC TV CONTRACT-MONTHLY MEETING VIDEOS						
	GL # FOOTNOTE TOTAL:				5,200	5,570	5,570
248-000-801.003	SIDEWALK SNOWPLOWING	7,650	5,500	5,500	5,500	5,500	5,500
248-000-801.004	EDDA RIGHT OF WAY LAWN MOWING	18,480	5,000	13,000	13,000	13,000	13,000
	FOOTNOTE AMOUNTS:				13,000	13,000	13,000
	WILSON LAWN CARE						
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	6,260	2,500	21,200	21,200	11,200	11,200
	FOOTNOTE AMOUNTS:				6,200	6,200	6,200
	IRRIGATION-OPERATING MAINTENANCE						
	FOOTNOTE AMOUNTS:				15,000		
	IRRIGATION ANALYSIS/CONTRACT/STUDY						
	FOOTNOTE AMOUNTS:					5,000	5,000
	IRRIGATION-CAPITAL MAINTENANCE						
	GL # FOOTNOTE TOTAL:				21,200	11,200	11,200
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	16,880	15,000	18,000	18,000	18,000	18,000
	FOOTNOTE AMOUNTS:				18,000	18,000	18,000
	PLEASANT THYME HERB FARM						
248-000-801.008	PURE MICHIGAN ADVERTISING	5,000	5,000	5,000	5,000	5,000	5,000
248-000-826.000	LEGAL FEES	465		500	500	500	500
248-000-900.000	PRINTING & PUBLISHING	193	200	250	250	250	250
248-000-914.000	LIABILITY	1,358	1,400	1,400	1,400	1,400	1,400
248-000-920.000	UTILITIES	10,071	10,000	10,500	10,500	10,500	10,500
248-000-920.100	WATER & SEWER QTR. BILLING	10,667	12,500	12,500	12,500	12,500	12,500
248-000-940.000	LEASE/RENT	688	700	700	700	700	700
248-000-976.200	DISTRICT PROJECTS	75,012		50,000	50,000	150,000	150,000
	FOOTNOTE AMOUNTS:				50,000	50,000	50,000
	PARK BENCH/TRASH RECEPTACLE REPLACEMENTS						
	FOOTNOTE AMOUNTS:					100,000	100,000
	TRAFFIC STUDY IMPLEMENTATION						
	GL # FOOTNOTE TOTAL:				50,000	150,000	150,000
248-000-976.207	STREET LIGHT BANNERS	13,516	5,000	16,200	16,200	23,600	23,600
	FOOTNOTE AMOUNTS:				2,600		
	GATEWAY BANNER ROD REPLACEMENTS						
	FOOTNOTE AMOUNTS:				8,000	8,000	8,000
	NORMAL BANNER WORK						
	FOOTNOTE AMOUNTS:				5,600	5,600	5,600
	CHRISTMAS DECORATIONS						
	FOOTNOTE AMOUNTS:					10,000	10,000
	HOLIDAY LIGHTING IMPROVEMENTS						
	GL # FOOTNOTE TOTAL:				16,200	23,600	23,600
248-000-976.213	ENTERPRISE PARK STREET RESURFACE	384,405					
Totals for dept 000-NONE		560,356	66,300	159,950	159,950	257,720	257,720
Dept 336-FIRE DEPARTMENT							
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	60,775	60,775	61,600	61,600	61,600	61,600
Totals for dept 336-FIRE DEPARTMENT		60,775	60,775	61,600	61,600	61,600	61,600
TOTAL APPROPRIATIONS		621,131	127,075	221,550	221,550	319,320	319,320
NET OF REVENUES/APPROPRIATIONS - FUND 248		(121,920)	301,375	274,700	274,700	102,830	102,830
BEGINNING FUND BALANCE		882,744	760,825	760,825	760,825	1,035,525	1,035,525

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	2017 PROJECTED ACTIVITY	2018 REQUESTED BUDGET	2018 RECOMMENDED BUDGET
	ENDING FUND BALANCE	760,824	1,062,200	1,035,525	1,035,525	1,138,355	1,138,355

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	2017 PROJECTED ACTIVITY	2018 REQUESTED BUDGET	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES							
Dept 000-NONE							
250-000-402.000	CURRENT PROPERTY TAX	457,662	460,000	494,600	494,600	490,000	490,000
250-000-402.001	PROPERTY TAX REFUNDS-MTT	(8,338)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
250-000-402.100	PRIOR YEARS PROPERTY TAXES		250				
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	641	300	600	600	600	600
	FOOTNOTE AMOUNTS:				600	600	600
	INCREASE BASED ON 2017 YTD ACTUALS						
250-000-445.000	INTEREST ON TAXES			250	250	250	250
	FOOTNOTE AMOUNTS:				250	250	250
	INCREASE BASED ON 2017 YTD ACTUALS						
250-000-573.000	STATE AID REVENUE	6,838					
250-000-665.000	INTEREST EARNED	1,735	1,500	1,700	1,700	1,700	1,700
	FOOTNOTE AMOUNTS:				1,700	1,700	1,700
	INCREASE IN INTEREST EARNED-BETTER INVESTMENTS						
Totals for dept 000-NONE		458,538	458,050	493,150	493,150	488,550	488,550
TOTAL ESTIMATED REVENUES		458,538	458,050	493,150	493,150	488,550	488,550

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	2017 PROJECTED ACTIVITY	2018 REQUESTED BUDGET	2018 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 000-NONE							
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICE		500	500	500	870	870
	FOOTNOTE AMOUNTS:					370	370
	MAC TV CONTRACT-MONTHLY MEETING VIDEOS						
	FOOTNOTE AMOUNTS:				500	500	500
	AUDIT RESULTS PRESENTATION						
	GL # FOOTNOTE TOTAL:				500	870	870
250-000-976.200	DISTRICT PROJECTS					150,000	150,000
	FOOTNOTE AMOUNTS:					100,000	100,000
	LINCOLN RD-SOUTH OF THE BRIDGE						
	FOOTNOTE AMOUNTS:					50,000	50,000
	LINCOLN RD-SIDEWALKS						
	GL # FOOTNOTE TOTAL:					150,000	150,000
250-000-976.214	LINCOLN ROAD AND BRIDGE		300,000	300,000	300,000		
	FOOTNOTE AMOUNTS:				300,000		
	LINCOLN RD BRIDGE						
Totals for dept 000-NONE			300,500	300,500	300,500	150,870	150,870
Dept 336-FIRE DEPARTMENT							
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	37,316	37,300	39,500	39,500	39,500	39,500
Totals for dept 336-FIRE DEPARTMENT		37,316	37,300	39,500	39,500	39,500	39,500
Dept 996-TRANSFER OUT							
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERV	220,000	265,000	260,000	260,000	272,642	272,642
Totals for dept 996-TRANSFER OUT		220,000	265,000	260,000	260,000	272,642	272,642
TOTAL APPROPRIATIONS		257,316	602,800	600,000	600,000	463,012	463,012
NET OF REVENUES/APPROPRIATIONS - FUND 250		201,222	(144,750)	(106,850)	(106,850)	25,538	25,538
BEGINNING FUND BALANCE		646,373	847,596	847,596	847,596	740,746	740,746
ENDING FUND BALANCE		847,595	702,846	740,746	740,746	766,284	766,284

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	2017 PROJECTED ACTIVITY	2018 REQUESTED BUDGET	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES							
Dept 000-NONE							
396-000-665.000	INTEREST EARNED	49	50	30	30	30	30
Totals for dept 000-NONE		49	50	30	30	30	30
Dept 961-TRANSFER IN							
396-961-699.250	TRANSFER IN FROM WDDA	220,000	265,000	260,000	260,000	272,642	272,642
396-961-699.398	TRANSFER IN FROM WDDA SPEC ASSESS	9,926					
Totals for dept 961-TRANSFER IN		229,926	265,000	260,000	260,000	272,642	272,642
TOTAL ESTIMATED REVENUES		229,975	265,050	260,030	260,030	272,672	272,672

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	2017 PROJECTED ACTIVITY	2018 REQUESTED BUDGET	2018 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 906-DEBT SERVICE							
396-906-991.000	BOND - PRINCIPAL	33,268	32,526	32,526	32,526	31,130	31,130
396-906-996.000	BOND - INTEREST	216,732	232,474	232,474	232,474	243,870	243,870
396-906-996.001	BOND - PAYING AGENT FEES	800	800	800	800	800	800
Totals for dept 906-DEBT SERVICE		250,800	265,000	265,800	265,800	275,800	275,800
TOTAL APPROPRIATIONS		250,800	265,000	265,800	265,800	275,800	275,800
NET OF REVENUES/APPROPRIATIONS - FUND 396		(20,825)	50	(5,770)	(5,770)	(3,128)	(3,128)
BEGINNING FUND BALANCE		29,724	8,898	8,898	8,898	3,128	3,128
ENDING FUND BALANCE		8,899	8,948	3,128	3,128		
ESTIMATED REVENUES - ALL FUNDS		1,187,724	1,151,550	1,249,430	1,249,430	1,183,372	1,183,372
APPROPRIATIONS - ALL FUNDS		1,129,247	994,875	1,087,350	1,087,350	1,058,132	1,058,132
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		58,477	156,675	162,080	162,080	125,240	125,240
BEGINNING FUND BALANCE - ALL FUNDS		1,558,841	1,617,319	1,617,319	1,617,319	1,779,399	1,779,399
ENDING FUND BALANCE - ALL FUNDS		1,617,318	1,773,994	1,779,399	1,779,399	1,904,639	1,904,639