

**Notice of an Electronically Conducted  
Regular Meeting of the Charter Township of Union  
Economic Development Authority**

Notice is hereby given that the Charter Township of Union Economic Development Authority will conduct their regularly scheduled May 19, 2020 meeting electronically at 5:15 p.m., consistent with direction from the Governor and state and county health officials to slow the spread of the COVID-19 virus.

The Township Hall remains closed to the public, so there will be no in-person public attendance in the Township Hall Board Room (2010 S. Lincoln Rd., Mt. Pleasant, MI 48858), although some Economic Development Authority members and Township staff may choose to participate from this location.

All interested persons may attend and participate. The public may participate in the meeting by computer and smart phone using the following link to the electronic meeting location: <https://us02web.zoom.us/j/89461599359> (Meeting ID: "894 6159 9359"). The moderator will open public access to the electronic meeting space at 5:10 p.m.

To participate via telephone conference call, please call (312) 626-6799. Enter "894 6159 9359" and the "#" sign at the "Meeting ID" prompt. Lastly, re-enter the "#" sign again at the "Participant ID" prompt to join the meeting.

The meeting agenda, packet of materials relating to the meeting, and instructions for connecting to the meeting electronically are available on the Township's website under "Minutes and Board Packets" at <http://www.uniontownshipmi.com/>.

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Economic Development Authority, please use the "Raise Your Hand" button at the bottom center of the screen. To raise your hand for telephone dial-in participants, press "star" and then the number "nine" (\*9). The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

If there are a large number of participants, the Chair may choose to call on individuals by name or telephone number. Please speak clearly, and provide your name and address before making your comments. Please note that the meeting moderator will control the muting and unmuting of participants during public comment.

Written comments to the Economic Development Authority may also be delivered to the drop box at the Township Hall. Comments received prior to 3:00 p.m. on 5/19/2020 will be read aloud to the Economic Development Authority.

Persons with disabilities needing assistance to participate should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance may contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

## **Instructions to Participate in an Electronically Conducted Regular Meeting of the Charter Township of Union Economic Development Authority**

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### **Raise Your Hand for Citizen Participation During the Public Comment Periods**

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Economic Development Authority, please **click on the “Raise Your Hand” icon** near the bottom of your screen.



Click “Lower Hand” to lower it if needed. The host will be notified that you’ve raised your hand. The Mute/Unmute function will be controlled by the meeting moderator.

**To raise your hand for telephone dial-in participants, press “star” and then the number “nine” (\*9).** The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

**Do I need to download the Zoom app to access the meeting?** No. Use of the Zoom app is recommended for the best experience, but you will have options to “download & run Zoom” or “join from your browser” when you click on the link to join the meeting.

**Can I Use Bluetooth Headset?** Yes, as long as the Bluetooth device is compatible with the computer or mobile device that you are using.

**Do I have to have a webcam to join on Zoom?** While you are not required to have a webcam to join a Zoom Meeting, you will not be able to transmit video of yourself. You will continue to be able to listen and speak during public comment, and view the webcam video of other participants.

**Leaving the Meeting:** Click the “Leave Meeting” link at the bottom right corner of the screen at any time to leave the meeting.



**Economic Development Authority Board (EDA)  
Regular Meeting – Township Hall  
Tuesday May 19, 2020  
5:15 p.m.**

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES JANUARY 21, 2020
5. CORRESPONDENCE
6. PUBLIC COMMENT
7. REPORTS
  - A. Accounts Payable Approval – January / February / March / April  
East DDA District #248 – **Check register**  
West DDA District #250 – **Check register**
  - B. April Financial Reports: Income / Expense Statement; Balance Sheet  
East DDA District #248  
West DDA District #250
  - C. Board Member Expiration Matrix
  - D. Water and Sewer Projects Progress Report
8. NEW BUSINESS
  - A. RFBA – Discussion EDA Review of current and future projects
  - B. RFBA – Add (2) information meetings to EDA meeting schedule (PA 57)
9. PENDING BUSINESS
10. ADJOURNMENT UNTIL NEXT REGULAR EDA MEETING: June 16, 2020

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular Board Meeting  
Tuesday January 21, 2020**

**MINUTES**

**CALL TO ORDER**

Chair Kequom called to order EDA Board Meeting at 5:16 p.m.

**ROLL CALL**

Present: Bacon, Smith, Hunter, Johnson, Kequom, Barz, Figg, Gunning (5:17), Zalud (5:18)

Excused: Chowdhary, Coyne

Absent:

Others Present: Mark Stuhldreher – Township Manager, Rodney Nanney – Community & Economic Development Director, Sherrie Teall – Finance Director, Amy Peak – Building Department Clerk

**APPROVAL OF AGENDA**

MOTION by **Barz** SUPPORTED by **Figg** to APPROVE the agenda as presented. MOTION CARRIED 7-0.

**APPROVAL OF MINUTES**

MOTION by **Figg** SUPPORTED by **Smith** to APPROVE minutes from the December 17, 2019 regular meeting as presented.

MOTION CARRIED 8-0.

**PUBLIC COMMENT** – None

**REPORTS**

**ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

Township Manager Stuhldreher reviewed the accounts payable for the East DDA.

MOTION by **Figg** SUPPORTED by **Bacon** to APPROVE the East DDA payables 12/18/19 – 1/21/2020 in the amount of \$7,033.76 as presented and to follow up on when irrigation system along Pickard was shut down and winterized. MOTION CARRIED 9-0.

Manager Stuhldreher reviewed financial reports.

December Financial reports were RECEIVED AND FILED by Chairman Kequom.

**NEW BUSINESS**

**A. Action Item: Board approval to participate in the 2020 Festival of Banners event.**

Manager Stuhldreher reviewed RFBA. Discussion held.

MOTION by Bacon, SUPPORT by Smith to APPROVE the Request for Board Action Item as presented. **9 -YES, 0 – NO, 2 – ABSENT. Motion CARRIED 9 – 0.**

**GENERAL DISCUSSION:**

- Irrigation on Pickard
- Possible expansion of Festival of Banners
- Lincoln road project and possible start date
- Sidewalks and lighting on E. Bluegrass

Reminder of the next scheduled EDA meeting on February 18, 2020

Meeting was adjourned by Chairman Kequom at 5:46 p.m.

**APPROVED BY**

\_\_\_\_\_  
**Chair Kequom**

(Recorded by Amy Peak)

February 29, 2020

Dear Mt Pleasant Community Leader,

OK, let's be honest. The Mt Pleasant Rotary Club would like to pick your brain for a couple of minutes.

While many service clubs are languishing in membership, our local Rotary Club is growing and becoming a bigger force in the community with impressive vibrancy. We are searching for new activities in our community and would like your input.

Sometimes service club projects really don't target the real needs in the community. We want to sponsor projects that have a true impact on our community. That is why we are asking you for suggestions.

There are several areas that we are discussing and would appreciate any ideas you can give us.

1. SERVICE PROJECTS

The social safety-net we have developed in Mt Pleasant is impressive. Although are there needs that you see in the community that are not being addressed adequately? That could be a stand-alone project? We also could partner with an existing group to enhance their event? What true needs from your perspective do you see in the community that the Rotary Club might assist with?

2. BEAUTIFICATION PROJECTS

What needs do you see here? Perhaps cleaning up Millpond Park, or assisting the Nature Conservancy? Or creating new beautification projects that you see a need in?


3. COMMUNITY EVENTS

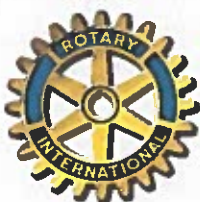
Bringing the community together is one of our priorities. What ideas do you have in this regard? Perhaps sponsoring events at the amphitheater in Island Park, or partnering with Max & Emily's to bring in one more street concert, or with Art Reach to enlarge one of their projects?

4. FUNDRAISERS

The Club is also interested in one more fundraiser to support our community projects. In your travels, have you heard of any unique fundraisers that could fit here. Ideally, the fundraiser could be combined with a new community event like we suggested above.

The Mt Pleasant Rotary Club would truly appreciate your thoughts because we value your advice. I look forward to your response by email, phone, or even text. Id also love to hear your ideas in person. Thank you in advance for your ideas. We would be delighted to have you attend one of our meeting on Mondays 11:45-1 at Mountain Station. If you would like to give a presentation on your activities, we would welcome to put you on our agenda.

Sincerely,  
  
Bethany Ervin, President of the Mt Pleasant Rotary Club 2019/2020  
[bethanyjervin@yahoo.com](mailto:bethanyjervin@yahoo.com)  
989-621-2965



*any thoughts on how/if  
the rotary could help  
the township?  
MDS 3/25/20*

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
02/18/2020	248	4144	00021	ALWOOD LANDSCAPING NURSERY, INC	HARDWOOD MULCH EDDA	1,188.00
02/18/2020	248	4145	01203	ART REACH OF MID MICHIGAN	NEW BANNERS FOR PICKARD-2020	4,500.00
02/18/2020	248	4146	00072	BLOCK ELECTRIC	STREET LIGHT FUSE REPLACEMENT	436.45
					UNDERGROUND CONDUIT REPAIR-STREET LIGHTS	1,431.91
					REINSTALL DAMAGED/REPAIRED BANNERS	165.00
						<u>2,033.36</u>
02/18/2020	248	4147	00450	M M I	PARK BENCH/GROUND MAINT-JAN 2020	177.00
02/18/2020	248	4148	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	MMDC 2020 ANNUAL CLIENT FEE-EDDA	2,500.00
02/18/2020	248	4149	00676	UNION TOWNSHIP SEWER FUND	SEWER PUMP STATION #1 ENGINEERING-YTD 12	7,951.87
02/18/2020	248	4150	00677	UNION TOWNSHIP WATER FUND	WATER MAIN LOOP PROJECT-PICKARD/SUMMERTO	3,996.88
02/24/2020	248	57 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	48.85
					2027 FLORENCE	37.89
					4923 E PICKARD	47.54
					4675 E PICKARD	42.78
					4592 E PICKARD STE B	25.90
					4592 E PICKARD STE A	50.10
					5771 E PICKARD STE B	26.05
					5771 E PICKARD STE A	90.73
					5770 E PICKARD STE B	26.05
					5770 E PICKARD STE A	74.96
					5325 E PICKARD	72.18
					2029 2ND	77.85
					5157 E PICKARD STE B	26.05
					5157 E PICKARD STE A	40.89
					4900 E PICKARD	40.77
						<u>728.59</u>
03/17/2020	248	4151	00188	DOUG'S SMALL ENGINE	SIDEWALK SNOWPLOWING ON PICKARD-FEB 20	1,400.00
					SIDEWALK SNOWPLOWING ON PICKARD-FEB 20	700.00
					SIDEWALK SNOWPLOWING ON PICKARD-DEC 19	1,400.00
					SIDEWALK SNOWPLOWING ON PICKARD-JAN 20	1,600.00
						<u>5,100.00</u>
03/17/2020	248	4152	00450	M M I	PARK BENCH GROUND MAINT-FEB 20	177.00
03/18/2020	248	58 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	49.58
					2027 FLORENCE	38.42
					4923 E PICKARD	48.93
					4675 E PICKARD	43.06
					4592 E PICKARD STE B	26.05
					4592 E PICKARD STE A	50.36
					5771 E PICKARD STE B	26.05
					5771 E PICKARD STE A	92.67
					5770 E PICKARD STE B	26.05
					5770 E PICKARD STE A	76.77
					5325 E PICKARD	73.77
					2029 2ND	79.19
					5157 E PICKARD STE B	26.05
					5157 E PICKARD STE A	41.41
					4900 E PICKARD	41.74
						<u>740.10</u>

05/13/2020 01:04 PM  
User: SHERRIE  
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
CHECK DATE FROM 02/18/2020 - 05/19/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/16/2020	248	59 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA 2027 FLORENCE 4923 E PICKARD 4675 E PICKARD 4592 E PICKARD STE B 4592 E PICKARD 5771 E PICKARD STE B 5771 E PICKARD STE A 5770 E PICKARD STE B 5770 E PICKARD STE A 5325 E PICKARD 2029 2ND 5157 E PICKARD STE B 5157 E PICKARD STE A 4900 E PICKARD	44.75 32.97 41.44 37.37 26.04 43.41 26.04 78.64 25.90 64.03 62.17 66.01 26.04 35.72 36.04
						<hr/> 646.57
04/21/2020	248	4153	00907	MID MICHIGAN CABLE CONSORTIUM	2020 VIDEO RECORDING-DDA MEETINGS	367.50
05/19/2020	248	4154	01600	BE GREEN LAWN SERVICES CO, INC.	FERTILIZER - PICKARD ST. CORRIDOR	2,267.00
05/19/2020	248	4155	00450	M M I	PARK BENCH/GROUND MAINT - MAR 2020	177.00
						<hr/> 177.00

248 TOTALS:

Total of 15 Disbursements:

32,550.87

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
02/18/2020	250	236	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	MMDC 2020 ANNUAL CLIENT FEE - WDDA	2,500.00
02/18/2020	250	237	00676	UNION TOWNSHIP SEWER FUND	SEWER PUMP STATION #14 PROJECT-AMOUNT BI	7,857.60
02/18/2020	250	238	00676	UNION TOWNSHIP SEWER FUND	PUMP STATION #14 CONSTRUCTION-PROGRESS P	99,352.14
04/21/2020	250	239	00907	MID MICHIGAN CABLE CONSORTIUM	2020 VIDEO RECORDING-DDA MEETINGS	367.50

250 TOTALS:

Total of 4 Checks:

110,077.24

Less 0 Void Checks:

0.00

Total of 4 Disbursements:

110,077.24



PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	YTD BALANCE		2020		YTD BALANCE		% BDGT USED	
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2020 AMENDED BUDGET	NORMAL	(ABNORMAL)		
Fund 248 - EAST DDA FUND									
Revenues									
Dept 000 - NONE									
248-000-402.000	CURRENT PROPERTY TAX	0.00		435,000.00	435,000.00		0.00	0.00	
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		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	33.21		300.00	300.00		0.00	0.00	
248-000-445.000	INTEREST ON TAXES	3.33		500.00	500.00		0.00	0.00	
248-000-573.000	STATE AID REVENUE-LCSA	0.00		55,000.00	55,000.00		0.00	0.00	
248-000-665.000	INTEREST EARNED	6,196.16		18,000.00	18,000.00		7,339.06	40.77	
248-000-671.000	OTHER REVENUE	0.00		100.00	100.00		30.60	30.60	
Total Dept 000 - NONE		6,232.70		504,650.00		504,650.00		7,369.66	1.46
TOTAL REVENUES		6,232.70		504,650.00		504,650.00		7,369.66	1.46
Expenditures									
Dept 000 - NONE									
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,752.50		9,800.00	9,800.00		2,867.50	29.26	
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		10,000.00	10,000.00		531.00	5.31	
248-000-801.003	SIDEWALK SNOWPLOWING	8,700.00		10,000.00	10,000.00		3,700.00	37.00	
248-000-801.004	RIGHT OF WAY LAWN CARE	1,740.00		16,500.00	16,500.00		2,267.00	13.74	
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	4,631.75		30,000.00	30,000.00		436.45	1.45	
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00		18,500.00	18,500.00		0.00	0.00	
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	4,500.00		20,000.00	20,000.00		4,500.00	22.50	
248-000-826.000	LEGAL FEES	0.00		500.00	500.00		0.00	0.00	
248-000-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00		0.00	0.00	
248-000-917.000	WATER & SEWER CHARGES	0.00		14,200.00	14,200.00		0.00	0.00	
248-000-920.000	ELECTRIC/NATURAL GAS	4,265.61		12,000.00	12,000.00		4,152.71	34.61	
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,255.17		1,500.00	1,500.00		1,297.69	86.51	
248-000-940.000	LEASE/RENT	550.00		700.00	700.00		0.00	0.00	
248-000-955.000	MISC.	5.58		50.00	50.00		17.97	35.94	
248-000-967.000	PROJECTS	19,521.00		0.00	0.00		0.00	0.00	
Total Dept 000 - NONE		48,921.61		144,000.00		144,000.00		19,770.32	13.73
Dept 336 - FIRE DEPARTMENT									
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		66,000.00	66,000.00		0.00	0.00	
Total Dept 336 - FIRE DEPARTMENT		0.00		66,000.00		66,000.00		0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT									
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		160,260.00	160,260.00		0.00	0.00	
248-728-967.600	PARKS PROJECTS	0.00		107,000.00	107,000.00		0.00	0.00	
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		267,260.00		267,260.00		0.00	0.00
TOTAL EXPENDITURES		48,921.61		477,260.00		477,260.00		19,770.32	4.14
Fund 248 - EAST DDA FUND:									
TOTAL REVENUES		6,232.70		504,650.00		504,650.00		7,369.66	1.46

User: SHERRIE

DB: Union

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	YTD BALANCE		2020		YTD BALANCE		% BDT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2020 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
TOTAL EXPENDITURES		48,921.61		477,260.00	477,260.00	19,770.32		4.14
NET OF REVENUES & EXPENDITURES		(42,688.91)		27,390.00	27,390.00	(12,400.66)		45.27

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	YTD BALANCE		2020		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2020 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	0.00		320,000.00		320,000.00	0.00	0.00
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)		(4,000.00)	0.00	0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	0.00		200.00		200.00	0.00	0.00
250-000-445.000	INTEREST ON TAXES	0.00		250.00		250.00	0.00	0.00
250-000-665.000	INTEREST EARNED	5,155.04		14,000.00		14,000.00	5,927.65	42.34
Total Dept 000 - NONE		5,155.04		330,450.00		330,450.00	5,927.65	1.79
TOTAL REVENUES		5,155.04		330,450.00		330,450.00	5,927.65	1.79
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,867.50		4,200.00		4,200.00	2,867.50	68.27
250-000-967.400	STREET/ROAD PROJECTS	0.00		330,000.00		330,000.00	0.00	0.00
Total Dept 000 - NONE		2,867.50		334,200.00		334,200.00	2,867.50	0.86
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		49,000.00		49,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		49,000.00		49,000.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		70,000.00		70,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		70,000.00		70,000.00	0.00	0.00
TOTAL EXPENDITURES		2,867.50		453,200.00		453,200.00	2,867.50	0.63
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		5,155.04		330,450.00		330,450.00	5,927.65	1.79
TOTAL EXPENDITURES		2,867.50		453,200.00		453,200.00	2,867.50	0.63
NET OF REVENUES & EXPENDITURES		2,287.54		(122,750.00)		(122,750.00)	3,060.15	2.49
TOTAL REVENUES - ALL FUNDS								
TOTAL REVENUES - ALL FUNDS		11,387.74		835,100.00		835,100.00	13,297.31	1.59
TOTAL EXPENDITURES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		51,789.11		930,460.00		930,460.00	22,637.82	2.43
NET OF REVENUES & EXPENDITURES		(40,401.37)		(95,360.00)		(95,360.00)	(9,340.51)	9.79

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	5,878.83
248-000-002.000	SAVINGS	400,046.83
248-000-003.001	CERTIFICATE OF DEPOSIT	942,531.04
<b>Total Assets</b>		<b>1,348,456.70</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	2,444.00
<b>Total Liabilities</b>		<b>2,444.00</b>
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,125,202.26
<b>Total Fund Balance</b>		<b>1,125,202.26</b>
<b>Beginning Fund Balance - 2019</b>		<b>1,125,202.26</b>
<b>Net of Revenues VS Expenditures - 2019</b>		<b>233,211.10</b>
<b>*2019 End FB/2020 Beg FB</b>		<b>1,358,413.36</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(12,400.66)</b>
<b>Ending Fund Balance</b>		<b>1,346,012.70</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,348,456.70</b>

\* Year Not Closed

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	7,187.23
250-000-002.000	SAVINGS	79,569.48
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	937,431.99
250-000-056.000	INTEREST RECEIVABLE	14.70
<b>Total Assets</b>		<b>1,024,257.10</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,016,064.72
<b>Total Fund Balance</b>		<b>1,016,064.72</b>
<b>Beginning Fund Balance - 2019</b>		<b>1,016,064.72</b>
<b>Net of Revenues VS Expenditures - 2019</b>		<b>5,132.23</b>
<b>*2019 End FB/2020 Beg FB</b>		<b>1,021,196.95</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>3,060.15</b>
<b>Ending Fund Balance</b>		<b>1,024,257.10</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,024,257.10</b>

\* Year Not Closed

## Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2020
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Denise	Webster	2/15/2020
4-Secretary	Alex	Fuller	2/15/2023
5-Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2021
7	Ryan	Buckley	2/15/2022
8	James	Thering Jr.	2/15/2021
9	Doug	LaBelle II	2/15/2022
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/18/2021
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	Taylor	Sheahan-Stahl	12/31/2021
5 - Vice Secretary	Judy	Lannen	12/31/2022
Alt. #1	Brandon	LaBelle	12/31/2022
Alt. #2	Jim	Engler	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2020
2	James	Thering	12/31/2020
3	Bryan	Neyer	12/31/2020
Alt #1	Randy	Golden	1/25/2021
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Don	Long	12/31/2020
2	Mike	Lyon	12/31/2020
3	vacant seat		12/31/2018
4-BOT Representative	vacant seat		11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2021
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2021
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2020
2	John	Dinse	12/31/2021
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2021



## Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Ben	Gunning	11/20/2020
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2021
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	David	Coyne	3/26/2022
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2020
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2020
2 - PC Representative	Denise	Webster	8/15/2020
3-Township Resident	Sherrie	Teall	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2020
5 - Member at large	Connie	Bills	8/15/2021



May 14, 2020

## DDA Water & Sewer Projects Progress Report

**Project Description:** Pump Station #1 Rehabilitation & Upgrade

**Project OPC:** \$428,525.00

**Anticipated Project Schedule:**

**Engineering:** 100 days/ September 2018

**Permitting:** 6 - 8 weeks

**Bidding:** Original Bid March 2019 / Re-Bid Spring 2020

**Construction:** Summer/Fall 2020 - 120 day contract (depending on pump delivery - pump lead time - estimated to be 16 weeks - 18 weeks)

**Project Status:**

Engineered Drawings and Specifications Completed/Final Design completed - September 2018

Permits Applied For:

- MDEQ Part 41 Construction Permit - Received February 22, 2019
- Isabella County Road Commission - Received
- Isabella County Soil Erosion - Received
- Isabella County Drain Commission - Received

**Activities Performed During this Reporting Period:**

Project re-bid - Bid Opening March 18, 2020 @ 10:00 a.m. - one bid received in the amount of \$746,250

received inquiry from several contractors during bidding process with questions about project - expected more bids -possible issues with receiving bids due to stay-at-home orders just being put in place

inquiry from four contractors on bid due date if bid date was being extended

**Activities Planned for Next Reporting Period:**

**Issues/Resolution:**

Construction bids received were 71% higher than estimated construction budget - administration is recommending that project be rebid for 2020 construction season

estimated construction cost \$348,500.00 from 2017

2 construction bids received: \$595,500 & \$713,500

**Project Changes:**

rebid project once COVID-19 pandemic has stabilized





May 14, 2020

## DDA Water & Sewer Projects Progress Report

**Project Description:** Pump Station #14 - May Street Rehabilitation & Upgrade

**Project Cost:** \$292,127.00

**Anticipated Project Schedule:**

**Engineering:** 45 days/ July 2018

**Permitting:** 6 - 8 weeks

**Bidding:** 20 - 30 day bid period

**Construction:** Final Construction Spring 2020 - delayed due to panel configuration issues

Site survey performed by GFA to gather information for design purposes

Engineered Drawings and Specifications Completed/Final Design completed - September 2018

**Engineering Design**

Preliminary Engineering (100%)

Topo & Easement Survey (100%)

Final Engineering and Design (100%)

Permit submittals (100%)

MDEQ Part 41 Permit - received December 3, 2018

**Activities Planned for Next Reporting Period:**

Substantial completion expected March 30, 2020

Final completion April 30, 2020

Project completion was postponed due to COVID-19 stay-at-home order

**Issues/Resolution:**

Kerr Pump Control Panel Construction issues - incorrect panel configuration constructed by sub-contractor Kerr Pump - panel did not meet project specifications

**Project Changes:**

Project Originally to be completed in November 2019: Time extension due to panel construction issues



## REQUEST FOR EDA BOARD ACTION

**To:** Economic Development Authority Board      **DATE:** May 13, 2020

**FROM:** Rodney C. Nanney, AICP, Community and Economic Development Director      **DATE FOR CONSIDERATION:** May 19, 2020

**ACTIONS REQUESTED:** To review current EDA funded projects and consider for authorization a list of additional potential economic development projects for the DDA districts.

Current Action       Emergency

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

Finance Approval \_\_\_\_\_

### BACKGROUND INFORMATION

The Community and Economic Development Director has worked together with the Township Manager, the Public Services Director, and staff to review the current East DDA and West DDA Development Plans, to compile a list of current projects and activities in the DDA districts, and to develop a list of potential economic development projects for EDA Board consideration.

### SUMMARY OF CURRENT EDA PROJECTS AND ACTIVITIES

The following is a list of current EDA projects in one or both of the DDA districts:

	Current Projects	Status	Expected Completion
a.	Art Reach of Mid-Michigan Annual Festival of Banners on Pickard Street (East DDA)	Renewed for 2020	Ongoing Commitment
b.	Maintenance of streetlighting and accent lighting along Pickard Street (East DDA)	Funds Budgeted	Ongoing Commitment
c.	Maintenance of sidewalks, park benches, and trash receptacles, flowers along Pickard Street (East DDA)	Funds Budgeted	Ongoing Commitment
d.	Installation and maintenance of flowers and flowerpots along Pickard Street (East DDA)	Funds Budgeted	Ongoing Commitment
e.	General litter pickup and sweeping along Pickard Street and Isabella Road the week prior to Memorial Day, Independence Day, and Labor Day (East DDA)	Funds Budgeted	Ongoing Commitment
f.	Snowplowing the sidewalks along Pickard Street (East DDA)	Funds Budgeted	Ongoing Commitment

Current Projects		Status	Expected Completion
g.	Mowing, trimming, curb and sidewalk edging, and clearing of clippings from sidewalks for public lawn areas along the Pickard Street corridor (East DDA)	Funds Budgeted	Ongoing Commitment
h.	Irrigation system maintenance along the Pickard Street corridor (East DDA)	Funds Budgeted	Ongoing Commitment
i.	Weed control and fertilization treatments along the Pickard Street corridor (East DDA)	Funds Budgeted	Ongoing Commitment
j.	Holiday decorations and lighting along Pickard Street (East DDA)	Funds Budgeted	Ongoing Commitment
k.	Funding and maintenance of twelve (12) Welcome Banners in collaboration with the City of Mt. Pleasant, Mt. Pleasant Area Convention and Visitors Bureau and Middle Michigan Development Corporation (East DDA)	Installation Completed	Ongoing Maintenance Commitment
l.	Jamison Park building and site improvements (East DDA)	Funds Budgeted	2020-2021
m.	Rehabilitation of Pump Station #1 located on Enterprise Drive (East DDA)	Funds Budgeted	2020
n.	Rehabilitation of Pump Station #14 located on May Street (West DDA)	Funds Budgeted	2020
o.	Lincoln Road improvements south of the bridge over the Chippewa River to Broomfield Road (West DDA)	Funds Budgeted	2020-2021
p.	Lincoln Road improvements north of the bridge over the Chippewa River to M-20/Remus Road (West DDA)	General agreement for WDDA to be a funding partner, but not yet budgeted	2021-2022
q.	Funding in support of new sidewalk construction within the county road right-of-way along the west side of Lincoln Road from 2300 S. Lincoln Road (Lux) north to the Township Hall (West DDA)	Funds Budgeted	2020
r.	Annual funding transfer to the Fire Fund in support of the fire service delivery contract with Mt Pleasant (East DDA, West DDA)	Funds Budgeted	Ongoing Commitment
s.	Annual payment to Middle Michigan Development Corporation in support of MMDC economic development activities (East DDA, West DDA)	Funds Budgeted	Ongoing Commitment

**POTENTIAL FUTURE ECONOMIC DEVELOPMENT PROJECTS TO CONSIDER**

The following is a list of potential economic development projects for EDA consideration. The intent of this evaluation process is to identify high priority projects for fiscal year 2021 funding, as well as to begin the process of developing a ten-year EDA capital improvements program for each DDA District, which would be updated annually.

A black dot [●] in the East DDA or West DDA column indicates that the proposed project is listed in or is consistent with the applicable DDA Development Plan. A white dot [○] in the East DDA or West DDA column indicates that an amendment to the Development Plan may be necessary for EDA funding eligibility. Projects may be envisioned for one or for both DDA Districts, as noted in the table. There is also space on page 12 for additional potential projects.

The far right column is intended to provide a method for the EDA Board members to begin prioritizing potential projects for future funding, with “1” indicating the highest priority projects and “5” the lowest priority. The specific Board of Trustees goal(s) from Policy 1.0 (Global Ends) that would be addressed by each potential future project are noted below the description.

Proposed Projects		East DDA	West DDA	EDA Priority
1	<p><b>Pickard Road pedestrian safety-oriented road crossing improvements.</b></p> <p>Work with the Michigan Department of Transportation to design, implement, and fund projects to make major road crossings more comfortable for pedestrians and cyclists, and where possible to reduce pedestrian crossing distances. This could include pedestrian-oriented intersection improvements and new mid-block pedestrian crossings with center-lane refuge islands, warning lights, and signage.</p> <p align="right"><i>Global Ends Addressed: Safety and Health</i></p>	●		1 2 3 4 5
2	<p><b>Isabella Road-Pickard Road intersection improvements.</b></p> <p>Work with the Michigan Department of Transportation (MDOT) to design, implement, and fund a project to upgrade and improve the Isabella Road-Pickard Road intersection, including pedestrian-oriented intersection and streetscape improvements.</p> <p align="right"><i>Global Ends Addressed: Safety and Health</i></p>	●		1 2 3 4 5
3	<p><b>Cul-de-sac and sidewalk improvements near the Mary McGuire Elementary School.</b></p> <p>Work with the Road Commission and the Mt. Pleasant School District to design, implement, and fund a project to construct: (1) cul-de-sac turnarounds at the south ends of Carter St. and Betty Lane; (2) a sidewalk connection and necessary looping of underground utilities eastward from Carter St. to connect to Betty Lane, Yats Dr., and S. Isabella Rd. along the north edge of the Mary McGuire Elementary School parcel; and (3) a sidewalk connection to the school entrance.</p> <p align="right"><i>Global Ends Addressed: Safety and Health</i></p>	●		1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
4	<p><b>Construct an extension of E. Ward St. eastward from Elizabeth St. to Third St. south of Palmer St.</b></p> <p>Work with the Road Commission to design, implement, and fund a project to construct an extension of E. Ward St. eastward from Elizabeth St. to Third St. south of Palmer St. (behind the Art Van building), along with associated sidewalk and underground utility improvements. This project would create a new pedestrian and vehicular connection between existing neighborhoods.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>	●		1 2 3 4 5
5	<p><b>Construct a cross-connection between Bud St. and Airway Dr.</b></p> <p>Work with the Road Commission to design, implement, and fund a project to construct a new local road and associated sidewalk and underground utility improvements between Bud St. and Airway Dr. This project would create a new pedestrian and vehicular connection between existing neighborhoods, and may facilitate development of underutilized land in this area.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>	●		1 2 3 4 5
6	<p><b>Construct an extension of Corporate Dr. eastward to Belmont Dr.</b></p> <p>Work with the Road Commission to design, implement, and fund a project to construct an extension of Corporate Dr. from its current end point east of Packard Rd. eastward to Belmont Dr., along with associated sidewalk and underground utility improvements. This project would create a new pedestrian and vehicular connection and facilitate development of underutilized land in this area.</p> <p><i>Global Ends Addressed: Commerce</i></p>	●		1 2 3 4 5
7	<p><b>Municipal water/sanitary sewer improvements on S. Summerton Rd.</b></p> <p>Design, implement, and fund a project to extend municipal water and sanitary sewer lines along S. Summerton Rd. south of Pickard Rd./M-20 as needed to support economic development in the DDA District, and to loop water lines in this area as needed to improve water quality and reduce maintenance costs.</p> <p><i>Global Ends Addressed: Health and Commerce</i></p>	●		1 2 3 4 5
8	<p><b>Additional improvements to and expansion of Jameson Park.</b></p> <p>Funding in support of property acquisition to expand Jameson Park, update ballfields and provide additional recreational facilities, expand parking areas and stormwater management facilities, and complete other building, site, and infrastructure improvements determined necessary to support robust future use of the park.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; and Health</i></p>	●		1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
9	<p><b>Locate and map the East DDA streetlight system’s underground lines.</b></p> <p>There is no set of as-built drawings for the EDA’s streetlights in the East DDA district, and the underground electrical lines serving this system are not currently mapped into the Michigan Utility Notification Center’s MISS DIG system. This means that the system is vulnerable to potentially costly damage each time an excavation takes place near the lines, that the Township will have no warning of any excavation work, and that the EDA will be fully responsible for the costs associated with repairing that damage.</p> <p>The MISS DIG system and associated Underground Facility Damage Prevention and Safety Act (Public Act 174 of 2013) are intended to protect public infrastructure investments like the EDA streetlighting system from being damaged or destroyed during excavation work. If the system were to be accurately mapped and added to the MISS DIG system, liability for the cost of repairs would shift from the EDA to the contractor doing the work that caused the damage. Accurate mapping would help to protect the public investment in these improvements, to ease future repairs and improvements to the system, and to assist the Township’s Public Services Department with their work on municipal water and sanitary sewer lines in the area.</p> <p>The scope of this project would include a detailed survey of the streetlighting system to: (1) identify and accurately map the location of all streetlights, and the location and approximate depth of all associated underground electrical lines using electromagnetic locating devices, ground penetrating radar, global positioning systems (GPS), and survey techniques as appropriate; (2) to accurately compile this data into a geographic information system (GIS) spatial data layer compatible with Township systems and the requirements of the state’s MISS DIG system; and (3) to fund the purchase of necessary equipment or contract for necessary professional services to locate and flag the lines in response to MISS DIG notifications of future excavation projects.</p> <p style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good; Safety; and Commerce</i></p>	●		1 2 3 4 5
10	<p><b>Lincoln Road – completion of sidewalks on the west side of the road.</b></p> <p>Work with the Road Commission to complete the construction of new sidewalks within the county road right-of-way along the west side of Lincoln Road from Broomfield Road north to McDonald Park and the Township Hall.</p> <p style="text-align: right;"><i>Global Ends Addressed: Safety and Health</i></p>		●	1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
11	<p><b>Lincoln Road – mid-block pedestrian crossing improvements.</b></p> <p>Work with the Road Commission to design, implement, and fund a project to establish a new mid-block pedestrian crossing with warning lights, signage, striping, and sidewalk ramps and connections as needed to facilitate pedestrian access to McDonald Park from the neighborhood to the east.</p> <p><i>Global Ends Addressed: Safety and Health</i></p>		●	1 2 3 4 5
12	<p><b>Lincoln Road pedestrian safety-oriented intersection improvements.</b></p> <p>Work with the Road Commission to design, implement, and fund projects for pedestrian-oriented intersection improvements to the Lincoln Road intersections at Remus Road/M-20 and Broomfield Road.</p> <p><i>Global Ends Addressed: Safety and Health</i></p>		●	1 2 3 4 5
13	<p><b>Lincoln Road – sidewalks on the east side of the road.</b></p> <p>Funding in support of projects to eventually complete construction of new sidewalks within the county road right-of-way along the east side of Lincoln Road from Broomfield Road north to Pickard Rd.</p> <p><i>Global Ends Addressed: Safety and Health</i></p>		●	1 2 3 4 5
14	<p><b>Local street extensions/cross-connections in the West DDA District.</b></p> <p>Funding in support of projects to eventually complete construction of extensions to existing local streets and associated sidewalk and underground utility improvements north and south of Remus Rd. east of S. Lincoln Road to improve truck access for deliveries and the network of pedestrian and vehicular connections.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; Safety; and Commerce</i></p>		●	1 2 3 4 5
15	<p><b>Streetlighting system installations in the West DDA District.</b></p> <p>Funding in support of projects to eventually complete the installation of new streetlighting along all roads in the West DDA District.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>		●	1 2 3 4 5
16	<p><b>Stormwater management improvements in the West DDA District.</b></p> <p>Identify priority locations and design, implement, and fund projects as determined necessary to improve local drainage and enhance stormwater management in the West DDA District.</p> <p><i>Global Ends Addressed: Health</i></p>		●	1 2 3 4 5
17	<p><b>Additional sidewalk installations in the West DDA District.</b></p> <p>Funding in support of projects to eventually complete the network of public sidewalks and pathways in the West DDA District.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; Safety; and Health</i></p>		●	1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
18	<p><b>Streetscape improvements in the West DDA District.</b></p> <p>Funding in support of projects to plan for, design, and install streetscape and intersection improvements in the West DDA District.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>		●	1 2 3 4 5
19	<p><b>Additional public utility extensions in the West DDA District.</b></p> <p>Identify priority locations and design, implement, and fund projects to extend municipal water and sanitary sewer lines as determined necessary to support new development in the West DDA District.</p> <p><i>Global Ends Addressed: Health</i></p>		●	1 2 3 4 5
20	<p><b>New recreation area along the Chippewa River.</b></p> <p>Work with the State of Michigan, Isabella County, and other stakeholders to develop additional public recreation amenities along the Chippewa River in the southern part of the DDA District to support future growth and development in the District.</p> <p><i>Global Ends Addressed: Health; and Natural Environment</i></p>		●	1 2 3 4 5
21	<p><b>Complete right-of-way, pavement, curb, gutter, drainage, lighting, sidewalk, and associated improvements on side streets.</b></p> <p>Funding in support of projects to eventually complete the following improvements for all side streets in the DDA District, based on the specific needs and conditions of each street: (1) curb and gutter; (2) stormwater management system and drainage improvements; (3) streetlighting; (4) sidewalks; (5) coordinated signage, and (6) groundcover restoration/landscaping.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; Safety; and Health</i></p>	●	●	1 2 3 4 5
22	<p><b>Burial of overhead utility and communication lines.</b></p> <p>Funding in support of projects to eventually complete the burial of all utility and communication lines in the DDA District, in coordination with Consumers Energy and other entities with existing overhead lines.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>	●	●	1 2 3 4 5
23	<p><b>Expansion of the annual Festival of Banners.</b></p> <p>Funding in support of an expansion of the Art Reach of Mid-Michigan Annual Festival of Banners to additional areas in the DDA districts.</p> <p><i>Global Ends Addressed: Prosperity through Economic Diversity, Cultural Diversity, and Social Diversity</i></p>	●	●	1 2 3 4 5



Proposed Projects		East DDA	West DDA	EDA Priority
24	<p><b>Grant program – freestanding signs.</b></p> <p>Develop and implement a grant program to encourage replacement of existing pole-mounted freestanding signs on lots with monument-style ground-mounted signs. The goal of this program is to establish a more coordinated visual character for business signage and maximize sign visibility in areas where mature street trees tend to obscure taller signs. Program parameters would be developed to determine eligibility, selection criteria, and match percentages.</p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5
25	<p><b>Grant program – exterior lighting.</b></p> <p>Develop and implement a grant program to encourage replacement of unshielded exterior light fixtures (building and pole-mounted) with coordinated pole lighting designs and fully shielded fixtures.</p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5
26	<p><b>Grant program – building facades.</b></p> <p>Develop and implement a grant program to improve the appearance of existing buildings in the DDA Districts, subject to eligibility and selection criteria and a local match requirements.</p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5
27	<p><b>Grant program – pedestrian access.</b></p> <p>Develop and implement a grant program to encourage installation of private sidewalks and barrier-free pedestrian access improvements from public sidewalks to existing buildings.</p> <p><i>Global Ends Addressed: Safety and Health</i></p>	●	●	1 2 3 4 5
28	<p><b>Grant program – bicycle parking improvements.</b></p> <p>Develop and implement a grant program to encourage installation of secured and sheltered bicycle parking facilities on lots adjacent to businesses in the DDA districts.</p> <p><i>Global Ends Addressed: Health</i></p>	○	○	1 2 3 4 5
29	<p><b>Grant program – beautification.</b></p> <p>Develop and implement a grant program to encourage installation and maintenance of landscaping and other site beautification improvements on existing lots.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>	●	●	1 2 3 4 5
30	<p><b>Grant program – residential porch and access improvements.</b></p> <p>Develop and implement a grant program to help facilitate front porch and pedestrian access improvements from public sidewalks for existing residences in the DDA districts.</p> <p><i>Global Ends Addressed: Safety and Health</i></p>	○	○	1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
31	<p><b>Micro-grant program.</b></p> <p>Consider development and funding of a “micro-grant” program for any or all of the above project improvement areas, under which a simplified application approval process could be made available for smaller projects or projects requiring a quick turnaround, with funding limited to perhaps \$300.00, \$500.00 or \$1,000.00 per lot.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; Safety; Health; and Commerce</i></p>	○	○	1 2 3 4 5
32	<p><b>Become a Redevelopment Ready Community.</b></p> <p>Funding in support of a program to work with the Michigan Economic Development Corporation to achieve a Certified Redevelopment Ready Community status under the state program designed to prepare communities to offer a transparent, predictable, and efficient development experience. From the MEDC website: “<i>To be vibrant and competitive, [the Township] must be ready for development. This involves planning for new investment and reinvestment, identifying assets and opportunities, and focusing limited resources. Certified Redevelopment Ready Communities® attract and retain businesses, offer superior customer service and have a streamlined development approval process making pertinent information available...</i>”</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; and Commerce</i></p>	●	●	1 2 3 4 5
33	<p><b>Dedicated EDA website.</b></p> <p>Preparation and maintenance of a dedicated EDA website for business district promotion, highlighting of available properties, etc.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; and Commerce</i></p>	●	●	1 2 3 4 5
34	<p><b>Wayfinding signage.</b></p> <p>Develop, implement, and fund a project to design and install wayfinding directional signage for community facilities, businesses, and other amenities in the DDA districts, to assist visitors in reaching their destinations, to increase awareness of key local amenities, and to further develop a unified visual character for the DDA districts.</p> <p><i>Global Ends Addressed: Prosperity through Economic Diversity, Cultural Diversity, and Social Diversity</i></p>	●	●	1 2 3 4 5
35	<p><b>Increase broadband Internet capacity.</b></p> <p>Develop, implement, and fund a project to enhance the capacity and reliability of broadband Internet communications services in the DDA districts to attract and maintain businesses and promote economic development. This could include installation of a fiber optic network.</p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
36	<p><b>Free public WiFi Internet.</b></p> <p>Develop, implement, and fund a project to provide for an attractive public amenity like free public wireless internet service, either through a public system or through interconnection of private wireless Internet facilities by partnering with businesses. An example of a private partnership interconnection model is the very successful Wireless Ypsi project: <a href="https://meraki.cisco.com/lib/pdf/meraki_cs_ypsilanti_MI.pdf">[https://meraki.cisco.com/lib/pdf/meraki_cs_ypsilanti_MI.pdf]</a></p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5
37	<p><b>Available properties database updates and promotion.</b></p> <p>Promotion of available commercial properties for sale or lease in collaboration with area commercial realtors, the Chamber of Commerce, and the Middle Michigan Development Corporation.</p> <p><i>Global Ends Addressed: Commerce</i></p>	●	●	1 2 3 4 5
38	<p><b>Press releases and articles.</b></p> <p>Hire a freelance writer to focus on human interest and business-related stories about the people and businesses in the DDA districts, with stories filed for publication in the Morning Sun newspaper, in the Epicenter Mount Pleasant and Second Wave Michigan publications.</p> <p><i>Global Ends Addressed: Prosperity through Economic Diversity, Cultural Diversity, and Social Diversity</i></p>	●	●	1 2 3 4 5
39	<p><b>Branding and marketing activities.</b></p> <p>Hire marketing and graphic design professionals to develop and implement a marketing and branding campaign for the purpose of establishing each DDA district as a distinct place for the purpose of marketing and attracting customers, businesses, and visitors. This strategy needs to incorporate a range of elements — from traditional print and media efforts to social media and Internet promotions.</p> <p><i>Global Ends Addressed: Commerce</i></p>	●	●	1 2 3 4 5
40	<p><b>Organization of an association of business owners in each DDA district.</b></p> <p>Facilitate the creation of an organization of the business owners in each DDA district to work together on special events, coordinated hours, and other mutually beneficial business-led projects.</p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5
41	<p><b>Create or enhance a public landmark or community gathering place.</b></p> <p>Develop, implement, and fund a project to create a prominent public landmark or focal point amenity for the DDA district, or to create or enhance a transformational public space or community gathering place in the District for events and public activities.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>	●	●	1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
42	<p><b>Plan and facilitate special events.</b></p> <p>Hire a specialist to plan and facilitate special events programming, such as a “Get to Know Your Local Businesses” event - or coordinate with the Chamber of Commerce. Special events can raise awareness, contribute to a stronger sense of place for the DDA district, and be a significant economic engine for business growth, if the business community is on board and working together towards common goals.</p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5
43	<p><b>Opportunity investor engagement program.</b></p> <p>With the assistance of specialists as needed, develop and implement a program to identify and connect potential individual, institutional, philanthropic, or corporate developers and investors in the local area and region with local opportunities to invest in high-quality projects, with the goal of focusing additional external investment into the DDA districts. This program could include collaboration with the Chamber of Commerce, Middle Michigan Development Corporation, and other leaders in development, finance, and real estate to evaluate vacant or underutilized properties with challenges and a high value potential to target for successful redevelopment or more productive use.</p> <p><i>Global Ends Addressed: Commerce</i></p>	●	●	1 2 3 4 5
44	<p><b>Catalyst project incentive program.</b></p> <p>Design and implement an incentive program to financially assist in the development of key locations or areas in a DDA District.</p> <p><i>Global Ends Addressed: Commerce</i></p>	○	○	1 2 3 4 5
45	<p><b>Property acquisition and development.</b></p> <p>Identify, purchase, market, sell, lease, and/or redevelop strategic properties as catalyst projects to spur further private investment in the DDA districts. Per Section 207 of Public Act 57 of 2018, the EDA may also improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, repair, and operate any building, including multiple-family dwellings, and any necessary or desirable appurtenances to that property, in the DDA Districts for the use, in whole or in part, of any public or private person or corporation, or any combination thereof.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good; and Commerce</i></p>	●	●	1 2 3 4 5

Proposed Projects		East DDA	West DDA	EDA Priority
46		—	—	1 2 3 4 5
47		—	—	1 2 3 4 5
48		—	—	1 2 3 4 5
49		—	—	1 2 3 4 5

## **BOARD OF TRUSTEES GOALS ADDRESSED**

Board of Trustees goals addressed by the current and planned EDA projects and activities, and that would be addressed by EDA authorization of additional economic development projects in the DDA districts (From Policy 1.0: Global End).

- 1. Community well-being and common good**
- 2. Prosperity through economic diversity, cultural diversity, and social diversity**
- 3. Safety**
- 4. Health**
- 5. Natural Environment**
- 6. Commerce**

## **JUSTIFICATION**

To support the retention and growth of existing businesses, attract new businesses, and help to provide for a more vibrant, diverse, and resilient business community within the East and West DDA Districts, which in turn will increase tourism and economic activity as called for in the Development Plans.

## **RECOMMENDATIONS FOR ACTION**

1. To identify and prepare a list of planned economic development and public infrastructure improvement projects for funding during the 2021 fiscal year.
2. To identify and prioritize economic development and public infrastructure improvement projects planned for future fiscal years after 2021.
3. To develop a ten-year capital improvements program for each DDA District, which would be updated annually.
4. To identify and prepare a list of any additional economic development and public infrastructure improvement projects that the EDA Board determines to be high priorities for inclusion in an updated East DDA District or West DDA District Development Plan prepared and adopted in accordance with the requirements of Public Act 57 of 2018.



# REQUEST FOR EDA BOARD ACTION

**To:** Economic Development Authority Board      **DATE:** May 13, 2020  
**FROM:** Rodney C. Nanney, AICP, Community and Economic Development Director      **DATE FOR CONSIDERATION:** May 19, 2020  
**ACTIONS REQUESTED:** To revise the Economic Development Authority meeting schedule for the 2020 calendar year to add two (2) informational meetings as required by Public Act 57 of 2018.

Current Action   X        Emergency       

Funds Budgeted: If Yes        Account #        No        N/A   X  

Finance Approval \_\_\_\_\_

### BACKGROUND INFORMATION

As part of compliance with reporting requirements of Public Act 57 of 2018, the Economic Development Authority has an obligation to schedule and hold two (2) "informational meetings" per year. The purpose of these meetings is to inform the public and the governing bodies of each jurisdiction levying taxes that are subject to capture by the EDA of the goals and direction of the authority, including projects to be undertaken in the coming year.

Informational meetings must be separate from regular EDA meetings and are not intended for the purpose of voting on policy, budgets or other operational matters.

These required meetings are in addition to the requirements of Act 57 for reporting to the public and State of Michigan of detailed information on EDA capture and use of tax increment revenues, information on debt, and the progress or status of the East and West DDA Development Plans to comply with Public Act 57 of 2018 reporting requirements so the public and the State of Michigan can evaluate the effectiveness of tax increment financed programs. Staff is currently in the process of compiling the required information for these reports, which are subject to a separate completion deadline of June 30, 2020.

### SCOPE OF ACTIVITY

To revise the 2020 Economic Development Authority meeting schedule to add the two (2) informational meetings during this calendar year as required per Public Act 57 of 2018. Potential dates to consider that are open on the Township's calendar include:

- Tuesday, July 28, 2020
- Tuesday, August 25, 2020
- Tuesday, September 22, 2020
- Tuesday, October 27, 2020

**JUSTIFICATION**

Adopting and noticing the annual meeting schedule, including required informational meetings, alerts the citizens when EDA meetings will be held and is required by Public Act 57 of 2018 and the Open Meetings Act. EDA activities support the retention and growth of existing businesses, attract new businesses, and help to provide for a more vibrant, diverse, and resilient business community within the East and West DDA Districts, which in turn will increase tourism and economic activity as called for in the Development Plans.

**BOARD OF TRUSTEES GOALS ADDRESSED**

Board of Trustees goals addressed by adoption of a revised meeting schedule to add the informational meetings required per Act 57 (From Policy 1.0: Global End):

- 1. Community well-being and common good**
- 6. Commerce**

**COSTS**

NA

**TIMETABLE**

NA

**RESOLUTION**

RESOLVED that the regular Economic Development Authority meeting dates for the 2020 calendar year through December 31, 2020 are hereby revised to include two (2) additional informational meetings, which shall be scheduled and held in accordance with Public Act 57 of 2018 and the Open Meetings Act on:

\_\_\_\_\_, \_\_\_\_\_, 2020 at \_\_\_\_\_ p.m. and on  
\_\_\_\_\_, \_\_\_\_\_, 2020 at \_\_\_\_\_ p.m.

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

Yes:  
No:  
Absent:

\_\_\_\_\_  
EDA Chairperson