

**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 August 18, 2020 meeting electronically at 4:30 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/81144214764?pwd=MDIGM3pQZDN2U0NIYVZFMGIHMk5TUT09> (Meeting ID: "811 4421 4764" Password enter "896944"). The moderator will open public access to the electronic meeting space at 4:20 p.m.

To participate via telephone conference call, please call (312) 626-6799. Enter "811 4421 4764" and the "#" sign at the "Meeting ID" prompt, and then enter "896944" at the "Password" 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 8/18/2020 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**

The Charter Township of Union Economic Development Authority will conduct their regularly scheduled August 18, 2020 meeting electronically at 4:30 p.m., consistent with direction from the Governor and state and county health officials to slow the spread of the COVID-19 virus.

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/81144214764?pwd=MDlGM3pQZDN2U0NIYVZFmGIHMk5TUT09>  
(Meeting ID: “811 4421 4764” Passcode “896944”).

To participate via telephone conference call, please call (312) 626-6799. Enter “811 4421 4764” and the “#” sign at the “Meeting ID” prompt and then enter “896944” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

The moderator will open public access to the electronic meeting space at 4:20 p.m.

### **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.

# Charter Township of Union



**Economic Development Authority Board (EDA)  
Regular Electronic Meeting**  
Instructions for access will be posted and available on the  
website home page [www.uniontownshipmi.com](http://www.uniontownshipmi.com)  
Tuesday August 18, 2020  
4:30 p.m.

## **AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES JULY 21, 2020
5. PRESENTATIONS
6. PUBLIC COMMENT
7. REPORTS
  - A. Accounts Payable Approval – July  
East DDA District #248 – **Check Register**  
West DDA District #250 – **Check Register**
  - B. July Financial Reports: Income / Expense Statement; Balance Sheet  
East DDA District #248  
West DDA District #250
  - C. Board Member Expiration Matrix
8. NEW BUSINESS
  - A. RFBA – Revise the 2020 Economic Development Authority meeting schedule to postpone and reschedule August 25, 2020 Informational Meeting required by Public Act 57 of 2018.
  - B. RFBA – Authorize the Community and Economic Development Director to prepare and distribute a request for consulting firms to submit their qualifications to assist the EDA and staff with the process of preparing and adopting updated Development and Tax Increment Financing plans for the East and West DDA districts.
9. PENDING BUSINESS
  - A. RFBA – To approve list of planned economic development and public infrastructure improvement projects in the East DDA District for funding during the 2021 – 2024 fiscal years.

B. RFBA – To approve list of planned economic development and public infrastructure improvement projects in the West DDA District for funding during the 2021 – 2024 fiscal years.

**10. DIRECTOR COMMENTS**

**11. ADJOURNMENT**

Next regularly scheduled meeting September 15, 2020

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

**MINUTES**

A regular – electronic meeting of the Charter Township of Union Economic Development Authority was held on July 21, 2020 at 4:00 p.m. as a virtual meeting through the Zoom meeting platform.

**Meeting was called to order at 4:04 p.m.**

**ROLL CALL**

Present: Kiquom, Zalud, Bacon, Gunning, Chowdhary, Barz, Figg, Coyne (late 4:31)

Excused: Smith

Absent: Johnson, Hunter

Others Present: Rodney Nanney – Community & Economic Development Director, Sherrie Teall – Finance Director, Amy Peak-Building Dept. Clerk

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

MOTION by **Zalud** SUPPORTED by **Barz** to APPROVE minutes from the May 19, 2020 regular meeting as presented.

MOTION CARRIED 7-0.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

**REPORTS**

**ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

Finance Director Sherrie Teall reviewed the accounts payable for the East & West DDA.

MOTION by **Zalud** SUPPORTED by **Bacon** to APPROVE the East DDA payables 5/20/20 – 7/21/20 in the amount of \$105,956.64 as presented. MOTION CARRIED 8 – 0.

MOYION by **Zalud** SUPPORTED by **Barz** to APPROVE the West DDA payables 5/20/20 – 7/21/20 in the amount of \$125,601.59 as presented. MOTIN CARRIED 8 – 0.

Finance Director Teall reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chairman Kequom.

**NEW BUSINESS**

- A. RFBA – Approval of an annual funding contribution to the Mt. Pleasant Area Convention and Visitors Bureau to support the organization’s general activities to promote and market the community, including the East and West DDA Districts, as a destination for leisure travel, sports events, and meetings.**

Rodney Nanney reviewed RFBA. Discussion held.

**MOTION** by Barz **SUPPORT** by Gunning to approve the resolution of the annual contribution to the Mt. Pleasant Area Convention and Visitors Bureau of \$10,000 to be split evenly between the East Downtown Development Fund and West Downtown Development Fund. **8 – YES, 0 – NO, 3 – ABSENT. Motion CARRIED 8 – 0.**

- B. RFBA: Approval of Budget Amendment #1 to the East DDA fund and West DDA fund and recommend to the Township Board of Trustees that they approve the amendment.**

Finance Director Sherrie Teall reviewed RFBA. Discussion held.

**MOTION** by Zalud **SUPPORT** by Coyne. Authorization is given to amend fiscal year 2020 budget for the East and West DDA funds in the respective net amounts of \$6800 in the (248) East DDA fund and \$78,600 in the (250) West DDA fund. With the difference being the \$5,000 each that was just approved for the Mt. Pleasant Area Convention and Visitors Bureau. **8 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED 8 – 0.**

**C. RFBA: Approval of a contractor to provide mowing and associated edging, trimming, and spring/fall clean-up services within the defined Service Area of the East DDA District along the E Pickard Road corridor for the 2021 through 2023 growing seasons.**

Rodney Nanney reviewed RFBA. Discussion held.

- Chowdhary mentioned Goenner Lawncare LLC was least expensive
- Zalud reviewed costs
- Figg and Gunning fully endorse Goenner Lawn Care and mentioned they are consistent in pricing and are happy with their work.

**MOTION** by Figg **SUPPORT** by Chowdhary to **APPROVE** the RFBA per the action requested description on page 1 and the Resolution on page 3 of the RFBA to read as follows:

To accept the bid from Goenner Lawncare LLC to provide mowing and associated edging, trimming, and spring/fall clean-up services within the defined Service Area of the East DDA District along the E Pickard Road corridor for the 2021 through 2023 growing seasons, subject to annual appropriations, and to authorize Township Manager Mark Stuhldreher to sign a Service Agreement with Goenner Lawncare LLC for these services.

**8 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED 8 -0.**

**PENDING BUSINESS**

- A. Review list of future projects reminder to complete the initial prioritization of projects and return it to the Township staff. Amy Peak will be sending out a reminder to the remaining 5 members who have yet to respond. Once these are received the preferences will be noted on the RFBA and the intent is to have this on the August agenda.

**GENERAL DISCUSSION:**

- Miss Dig program and mapping of the irrigation on Pickard St corridor.
- Damaged lighting and stone under overpass on Pickard and who is responsible.

**COMMENTS:**

- (Zalud) Projects prioritization is well needed. We need a good plan to spend fund balances on much needed projects and this is a great way to get the discussion started.
- Kequom thanked Rodney and staff for being the host and moderator and putting the meetings together.

Rodney mentioned the good turnout with the 4:00 start time. The Board asked to do a poll for the next meeting. Staff will plan to put a Doodle Poll out for the August meeting.

Reminder of the next scheduled EDA meeting on August 18, 2020.

Meeting adjourned by Chairman Kequom at 5:20 p.m.

**APPROVED BY**

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

**(Recorded by Amy Peak)**

| Check Date             | Bank | Check | Vendor | Vendor Name                     | Description                             | Amount          |
|------------------------|------|-------|--------|---------------------------------|---|-----------------|
| Bank 248 EDDA CHECKING |      |       |        |                                 |   |                 |
| 08/18/2020             | 248  | 4163  | 01600  | BE GREEN LAWN SERVICES CO, INC. | FERTILIZER-PICKARD CORRIDOR             | 1,745.00        |
| 08/18/2020             | 248  | 4164  | 01244  | MOUNT PLEASANT AREA CVB         | ANNUAL CONTRIBUTION-COMMUNITY PROMOTION | 5,000.00        |
| 08/18/2020             | 248  | 4165  | 00649  | THIELEN TURF IRRIGATION, INC.   | SERVICE SPRINKLERS-PICKARD ST @ IHOP    | 403.91          |
|                        |      |       |        |                                 | SERVICE SPRINKLERS-INSTALL CONTROLLER   | 290.00          |
|                        |      |       |        |                                 | SERVICE CONTROLLER & SPRINKLER NOZZLE   | 655.90          |
|                        |      |       |        |                                 |   | <u>1,349.81</u> |
| 08/18/2020             | 248  | 4166  | 00640  | WILSON LAWN CARE, INC           | MOWING & TRIMMING PICKARD-MAY 2020      | 400.00          |
|                        |      |       |        |                                 | MOWING & TRIMMING PICKARD-JUN 2020      | 1,600.00        |
|                        |      |       |        |                                 |   | <u>2,000.00</u> |
| 08/18/2020             | 248  | 4167  | 00732  | YEO & YEO, PC                   | EDDA AUDIT PRESENTATION-2019 FY         | 300.00          |

248 TOTALS:

Total of 5 Disbursements:

10,394.81

| Check Date | Bank | Check | Vendor | Vendor Name | Description | Amount |
|------------|------|-------|--------|-------------|-------------|--------|
|------------|------|-------|--------|-------------|-------------|--------|

Bank 250 WDDA CHECKING

|            |     |     |       |                         |   |          |
|------------|-----|-----|-------|-------------------------|---|----------|
| 08/18/2020 | 250 | 242 | 01244 | MOUNT PLEASANT AREA CVB | ANNUAL CONTRIBUTION-COMMUNITY PROMOTION | 5,000.00 |
| 08/18/2020 | 250 | 243 | 00732 | YEO & YEO, PC           | WDDA AUDIT PRESENTATION-2019 FY         | 300.00   |

250 TOTALS:

|                           |  |  |  |  |  |          |
|---------------------------|--|--|--|--|--|----------|
| Total of 2 Checks:        |  |  |  |  |  | 5,300.00 |
| Less 0 Void Checks:       |  |  |  |  |  | 0.00     |
| Total of 2 Disbursements: |  |  |  |  |  | 5,300.00 |



PERIOD ENDING 07/31/2020

| 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                | 408,606.73  |            | 435,000.00      | 435,000.00          |             | 434,701.18 | 99.93       |
| 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         | 292.42      |            | 300.00          | 300.00              |             | 67.85      | 22.62       |
| 248-000-445.000                       | INTEREST ON TAXES                   | 177.00      |            | 500.00          | 500.00              |             | 631.16     | 126.23      |
| 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                     | 11,169.10   |            | 18,000.00       | 18,000.00           |             | 13,606.76  | 75.59       |
| 248-000-671.000                       | OTHER REVENUE                       | 34.89       |            | 100.00          | 100.00              |             | 158.72     | 158.72      |
| Total Dept 000 - NONE                 |                                     | 420,280.14  |            | 504,650.00      | 504,650.00          |             | 449,165.67 | 89.01       |
| TOTAL REVENUES                        |                                     | 420,280.14  |            | 504,650.00      | 504,650.00          |             | 449,165.67 | 89.01       |
| Expenditures                          |                                     |             |            |                 |                     |             |            |             |
| Dept 000 - NONE                       |                                     |             |            |                 |                     |             |            |             |
| 248-000-801.000                       | PROFESSIONAL & CONTRACTUAL SERVICES | 6,065.00    |            | 9,800.00        | 9,800.00            |             | 3,860.75   | 39.40       |
| 248-000-801.001                       | MAINT- BENCHES/TRASH RECEPTACLES    | 0.00        |            | 10,000.00       | 10,000.00           |             | 782.25     | 7.82        |
| 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              | 9,080.00    |            | 16,500.00       | 16,500.00           |             | 6,012.00   | 36.44       |
| 248-000-801.005                       | IRRIGATION / LIGHTING REPAIRS       | 29,388.50   |            | 30,000.00       | 30,000.00           |             | 24,167.96  | 80.56       |
| 248-000-801.007                       | FLOWER / LANDSCAPE MAINTENANCE      | 10,475.00   |            | 18,500.00       | 18,500.00           |             | 7,288.00   | 39.39       |
| 248-000-801.015                       | STREET LIGHT BANNERS/CHRISTMAS      | 6,163.00    |            | 20,000.00       | 20,000.00           |             | 5,745.00   | 28.73       |
| 248-000-826.000                       | LEGAL FEES                          | 0.00        |            | 500.00          | 500.00              |             | 0.00       | 0.00        |
| 248-000-880.000                       | COMMUNITY PROMOTION                 | 5,620.00    |            | 0.00            | 0.00                |             | 5,000.00   | 100.00      |
| 248-000-900.000                       | PRINTING & PUBLISHING               | 0.00        |            | 250.00          | 250.00              |             | 0.00       | 0.00        |
| 248-000-917.000                       | WATER & SEWER CHARGES               | 3,033.15    |            | 14,200.00       | 14,200.00           |             | 1,979.20   | 13.94       |
| 248-000-920.000                       | ELECTRIC/NATURAL GAS                | 6,102.84    |            | 12,000.00       | 12,000.00           |             | 5,786.91   | 48.22       |
| 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                            | 24,505.00   |            | 0.00            | 0.00                |             | 0.00       | 0.00        |
| Total Dept 000 - NONE                 |                                     | 110,943.24  |            | 144,000.00      | 144,000.00          |             | 65,637.73  | 45.58       |
| Dept 336 - FIRE DEPARTMENT            |                                     |             |            |                 |                     |             |            |             |
| 248-336-830.000                       | PUBLIC SAFETY - FIRE PROTECTION     | 66,311.00   |            | 66,000.00       | 66,000.00           |             | 70,484.04  | 106.79      |
| Total Dept 336 - FIRE DEPARTMENT      |                                     | 66,311.00   |            | 66,000.00       | 66,000.00           |             | 70,484.04  | 106.79      |
| 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                    |                                     | 177,254.24  |            | 477,260.00      | 477,260.00          |             | 136,121.77 | 28.52       |

User: SHERRIE

DB: Union

PERIOD ENDING 07/31/2020

| GL NUMBER                      | DESCRIPTION | YTD BALANCE |            | 2020               |                   | YTD BALANCE |            | % BDGT<br>USED |
|--------------------------------|-------------|-------------|------------|--------------------|-------------------|-------------|------------|----------------|
|                                |             | NORMAL      | (ABNORMAL) | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | NORMAL      | (ABNORMAL) |                |
| Fund 248 - EAST DDA FUND       |             |             |            |                    |                   |             |            |                |
| TOTAL REVENUES                 |             | 420,280.14  |            | 504,650.00         | 504,650.00        | 449,165.67  |            | 89.01          |
| TOTAL EXPENDITURES             |             | 177,254.24  |            | 477,260.00         | 477,260.00        | 136,121.77  |            | 28.52          |
| NET OF REVENUES & EXPENDITURES |             | 243,025.90  |            | 27,390.00          | 27,390.00         | 313,043.90  |            | 1,142.91       |

PERIOD ENDING 07/31/2020

| 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                | 304,611.31  |            | 320,000.00      | 320,000.00          | 322,342.57  |            | 100.73      |
| 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         | 1,538.94    |            | 200.00          | 200.00              | 405.44      |            | 202.72      |
| 250-000-445.000                       | INTEREST ON TAXES                   | 284.23      |            | 250.00          | 250.00              | 108.19      |            | 43.28       |
| 250-000-665.000                       | INTEREST EARNED                     | 9,552.58    |            | 14,000.00       | 14,000.00           | 11,638.72   |            | 83.13       |
| Total Dept 000 - NONE                 |                                     | 315,987.06  |            | 330,450.00      | 330,450.00          | 334,494.92  |            | 101.22      |
| TOTAL REVENUES                        |                                     | 315,987.06  |            | 330,450.00      | 330,450.00          | 334,494.92  |            | 101.22      |
| Expenditures                          |                                     |             |            |                 |                     |             |            |             |
| Dept 000 - NONE                       |                                     |             |            |                 |                     |             |            |             |
| 250-000-801.000                       | PROFESSIONAL & CONTRACTUAL SERVICES | 3,167.50    |            | 4,200.00        | 4,200.00            | 3,167.50    |            | 75.42       |
| 250-000-880.000                       | COMMUNITY PROMOTION                 | 0.00        |            | 0.00            | 0.00                | 5,000.00    |            | 100.00      |
| 250-000-967.400                       | STREET/ROAD PROJECTS                | 0.00        |            | 330,000.00      | 330,000.00          | 0.00        |            | 0.00        |
| Total Dept 000 - NONE                 |                                     | 3,167.50    |            | 334,200.00      | 334,200.00          | 8,167.50    |            | 2.44        |
| Dept 336 - FIRE DEPARTMENT            |                                     |             |            |                 |                     |             |            |             |
| 250-336-830.000                       | PUBLIC SAFETY - FIRE PROTECTION     | 49,152.00   |            | 49,000.00       | 49,000.00           | 52,067.68   |            | 106.26      |
| Total Dept 336 - FIRE DEPARTMENT      |                                     | 49,152.00   |            | 49,000.00       | 49,000.00           | 52,067.68   |            | 106.26      |
| Dept 728 - ECONOMIC DEVELOPMENT       |                                     |             |            |                 |                     |             |            |             |
| 250-728-967.300                       | SEWER SYSTEM PROJECTS               | 0.00        |            | 0.00            | 0.00                | 73,533.91   |            | 100.00      |
| 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           | 73,533.91   |            | 105.05      |
| TOTAL EXPENDITURES                    |                                     | 52,319.50   |            | 453,200.00      | 453,200.00          | 133,769.09  |            | 29.52       |
| Fund 250 - WEST DDA FUND:             |                                     |             |            |                 |                     |             |            |             |
| TOTAL REVENUES                        |                                     | 315,987.06  |            | 330,450.00      | 330,450.00          | 334,494.92  |            | 101.22      |
| TOTAL EXPENDITURES                    |                                     | 52,319.50   |            | 453,200.00      | 453,200.00          | 133,769.09  |            | 29.52       |
| NET OF REVENUES & EXPENDITURES        |                                     | 263,667.56  |            | (122,750.00)    | (122,750.00)        | 200,725.83  |            | 163.52      |
| TOTAL REVENUES - ALL FUNDS            |                                     |             |            |                 |                     |             |            |             |
| TOTAL REVENUES - ALL FUNDS            |                                     | 736,267.20  |            | 835,100.00      | 835,100.00          | 783,660.59  |            | 93.84       |
| TOTAL EXPENDITURES - ALL FUNDS        |                                     |             |            |                 |                     |             |            |             |
| TOTAL EXPENDITURES - ALL FUNDS        |                                     | 229,573.74  |            | 930,460.00      | 930,460.00          | 269,890.86  |            | 29.01       |
| NET OF REVENUES & EXPENDITURES        |                                     | 506,693.46  |            | (95,360.00)     | (95,360.00)         | 513,769.73  |            | 538.77      |

Fund 248 EAST DDA FUND

| GL Number                                 | Description             | Balance             |
|---|-------------------------|---------------------|
| *** Assets ***                            |                         |                     |
| 248-000-001.000                           | CASH                    | 7,480.78            |
| 248-000-002.000                           | SAVINGS                 | 845,376.75          |
| 248-000-003.001                           | CERTIFICATE OF DEPOSIT  | 828,994.54          |
| <b>Total Assets</b>                       |                         | <b>1,681,852.07</b> |
| *** Liabilities ***                       |                         |                     |
| 248-000-202.000                           | ACCOUNTS PAYABLE        | 10,394.81           |
| <b>Total Liabilities</b>                  |                         | <b>10,394.81</b>    |
| *** Fund Balance ***                      |                         |                     |
| 248-000-370.379                           | RESTRICTED FUND BALANCE | 1,358,413.36        |
| <b>Total Fund Balance</b>                 |                         | <b>1,358,413.36</b> |
| <b>Beginning Fund Balance</b>             |                         | <b>1,358,413.36</b> |
| <b>Net of Revenues VS Expenditures</b>    |                         | <b>313,043.90</b>   |
| <b>Ending Fund Balance</b>                |                         | <b>1,671,457.26</b> |
| <b>Total Liabilities And Fund Balance</b> |                         | <b>1,681,852.07</b> |

Fund 250 WEST DDA FUND

| GL Number                                 | Description             | Balance             |
|---|-------------------------|---------------------|
| *** Assets ***                            |                         |                     |
| 250-000-001.000                           | CASH                    | 6,585.64            |
| 250-000-002.000                           | SAVINGS                 | 277,512.09          |
| 250-000-002.001                           | SHARES                  | 53.70               |
| 250-000-003.001                           | CERTIFICATE OF DEPOSIT  | 943,056.65          |
| 250-000-056.000                           | INTEREST RECEIVABLE     | 14.70               |
| <b>Total Assets</b>                       |                         | <b>1,227,222.78</b> |
| *** Liabilities ***                       |                         |                     |
| 250-000-202.000                           | ACCOUNTS PAYABLE        | 5,300.00            |
| <b>Total Liabilities</b>                  |                         | <b>5,300.00</b>     |
| *** Fund Balance ***                      |                         |                     |
| 250-000-370.379                           | RESTRICTED FUND BALANCE | 1,021,196.95        |
| <b>Total Fund Balance</b>                 |                         | <b>1,021,196.95</b> |
| <b>Beginning Fund Balance</b>             |                         | <b>1,021,196.95</b> |
| <b>Net of Revenues VS Expenditures</b>    |                         | <b>200,725.83</b>   |
| <b>Ending Fund Balance</b>                |                         | <b>1,221,922.78</b> |
| <b>Total Liabilities And Fund Balance</b> |                         | <b>1,227,222.78</b> |

## 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  | Ryan        | Buckley       | 2/15/2022       |
| 4-Secretary   | Alex        | Fuller        | 2/15/2023       |
| 5-Vice Secretary  | Mike        | Darin         | 2/15/2022       |
| 6   | Stan        | Shingles      | 2/15/2021       |
| 7   | Denise      | Webster       | 2/15/2020       |
| 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, Jr.  | 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       |



# REQUEST FOR EDA BOARD ACTION

|  |  |
|--|--|
| <b>To:</b> Economic Development Authority Board  | <b>DATE:</b> August 12, 2020             |
| <b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director   | <b>DATE FOR CONSIDERATION:</b> 8/17/2020 |
| <b>ACTIONS REQUESTED:</b> To revise the 2020 Economic Development Authority meeting schedule to postpone and reschedule the August 25, 2020 EDA Informational Meeting required by Public Act 57 of 2018. |  |

Current Action  Emergency

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

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

### BACKGROUND INFORMATION

The EDA acted in May to add two (2) “informational meetings” to the calendar, setting them for August 25, 2020 and September 22, 2020. As required by Public Act 57 of 2018, these must be separate from regular EDA meetings and are intended to inform the public and taxing jurisdictions subject to capture by the EDA about the goals and direction of the authority and projects to be undertaken in the coming year.

Unfortunately, your Community and Economic Development Department Director is not perfect and managed to let the deadline for required notices related to the 8/25/2020 meeting date slip by him unnoticed. As a result, I would respectfully ask the EDA Board to postpone and reschedule the 8/25/2020 Informational Meeting.

The Informational Meeting set for Tuesday, September 22, 2020 is unaffected and remains on the schedule as adopted by the EDA.

### SCOPE OF ACTIVITY

Potential dates that are open on the Township’s calendar to consider for a rescheduled Informational Meeting include:

- Tuesday, October 27, 2020
- Monday, November 9, 2020
- Tuesday, November 24, 2020
- Wednesday, December 2, 2020

Based on responses received by staff from recent Doodle scheduling polls sent via email to EDA Board members, it is recommended that 4:30pm be set as the start-time for this meeting.



**JUSTIFICATION**

Adopting and noticing the annual meeting schedule, including the 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.

**BOARD OF TRUSTEES GOALS ADDRESSED**

Board of Trustees goals addressed by scheduling and holding 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

**REQUESTED ACTION**

To revise the 2020 Economic Development Authority meeting schedule to postpone and reschedule the August 25, 2020 EDA Informational Meeting to:

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

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

- Yes:
- No:
- Absent:

\_\_\_\_\_  
EDA Chair



## REQUEST FOR EDA BOARD ACTION

**To:** Economic Development Authority Board      **DATE:** August 12, 2020  
**FROM:** Rodney C. Nanney, AICP, Community and Economic Development Director      **DATE FOR CONSIDERATION:** 8/17/2020

**ACTIONS REQUESTED:** To authorize the Community and Economic Development Director to prepare and distribute a request for consulting firms to submit their qualifications to assist the Economic Development Authority and staff with the process of preparing and adopting updated Development and Tax Increment Financing plans for the East and West Downtown Development Authority districts.

Current Action  Emergency

Funds Budgeted: If Yes  Account #  No  N/A

Finance Approval

### BACKGROUND INFORMATION

During the process of preparing the 2019 Annual Report for the Economic Development Authority, per the requirements of Public Act 57 of 2018 (the Recodification Tax Increment Financing Act), staff noted that the tax increment financing (TIF) plans for both the East and the West DDA Districts were set to expire on December 31, 2021. If updated Development and TIF plans are not adopted by the Board of Trustees before that date, the authority for capture of tax revenues by the DDA districts will end with the 2021 tax year.

The assistance of a consulting firm with specific professional expertise in tax increment financing will be key to the success of this project. To best identify the preferred firms to invite to prepare cost proposals for this work, it is recommended that the Economic Development Authority start with a "Request for Qualifications" from interested firms.

A request for qualifications (RFQ) is a step sometimes used by local governments to screen for qualified consulting firms that are then invited to prepare and submit a detailed proposal and cost estimate for the project under a separate request for proposals (RFP). In this two-step process, the response to the RFQ will describe the firm's general qualifications and expertise to perform the requested work.

#### **Benefits of a Request for Qualifications**

For the EDA, the RFQ provides a pre-screening step to help identify the best qualified firms to invite to bid on the project with detailed proposals. For the consulting firms, preparation of a detailed proposal is time-consuming and expensive, while a submittal of qualifications is far easier. As a result, adding this step may have the effect of increasing the pool of potential firms to consider. A firm's response to this step would typically include details of the firm's expertise

to provide the requested services, the professional credentials of employees who would be doing the work, and relevant examples of similar projects completed by the firm.

The RFQ step allows firms to show their credentials to help the EDA determine if they are the best qualified for an available project. The main benefit of this step for the consulting firms is that they would only need to invest the time and effort to prepare a full proposal if the EDA first determines that they are one of the best candidates for the project.

**Note about a scrivener’s error in Ordinance No. 1991-4 (West DDA)**

During the process of preparing the Annual Report, staff also identified a scrivener’s error in Ordinance No. 1991-4, under which the most recent amendments to the Development Plan and Tax Increment Finance Plan for the West DDA District was adopted by the Board of Trustees. This ordinance incorrectly noted the West DDA District’s TIF Plan expiration date as 2020 instead of 2021.

After consultation with the Township Attorney, a request for Board action to correct this scrivener’s error is planned to be presented to the Board of Trustees in September.

**SCOPE OF ACTIVITY**

To authorize a request for consulting firms to submit their qualifications to assist the Economic Development Authority and staff with the process of preparing and adopting updated DDA District Development and Tax Increment Financing plans.

**JUSTIFICATION**

Adoption of updated Development and Tax Increment Financing plans for the East and West DDA Districts is necessary to allow the capture of property tax revenues to continue after 2021. These updates and extensions of the duration of the TIF plans are necessary to support the completion of all projects and activities of the Economic Development identified in the adopted Development Plans for these districts.

**BOARD OF TRUSTEES GOALS ADDRESSED**

Board of Trustees goals addressed by the current and planned EDA projects and activities under the adopted Development Plans for the East and West 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**

**COSTS**

NA

**TIMETABLE**

If authorized, the Director would prepare and distribute the request for qualifications in anticipation of review by the Economic Development Authority at a regular meeting in September or October.

**ACTION REQUESTED**

To authorize the Community and Economic Development Director to prepare and distribute a request for consulting firms to submit their qualifications to assist the Economic Development Authority and staff with the process of preparing and adopting updated Development and Tax Increment Financing plans for the East and West Downtown Development Authority districts.

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

Yes:

No:

Absent:

\_\_\_\_\_  
EDA Chair



## REQUEST FOR EDA BOARD ACTION

**To:** Economic Development Authority Board      **DATE:** August 10, 2020  
**FROM:** Rodney C. Nanney, AICP, Community and Economic Development Director      **DATE FOR CONSIDERATION:** 8/17/2020

**ACTIONS REQUESTED:** To approve the list of planned economic development and public infrastructure improvement projects in the East DDA District for funding during the 2021 - 2024 fiscal years.

Current Action  Emergency

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

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

### BACKGROUND INFORMATION FOR THE EAST DDA DISTRICT

During our May meeting, an initial list of potential future projects and activities in the East and West DDA districts was presented for review and consideration, and EDA Board members were asked to individually evaluate and prioritize projects on the list. These evaluations were used by staff to prepare the following updated project lists and to make recommendations related to the potential timing of specific East DDA District projects by fiscal year for budgeting purposes. Please note that a separate request for Board action and project list has been prepared for the West DDA District.

Eleven potential projects that were scored at a lower priority or that require extensive planning and coordination with outside agencies have been grouped into a separate list for consideration as part of a long-term capital improvements program. Several potential projects have been removed from the lists for various reasons. For example, road and intersection improvements along E. Pickard Rd. were removed because the Township will be actively working to secure these improvements as part of MDOT planning for an upcoming (2023-2024) project along this corridor.

Among the projects new to the list are necessary updates to the East DDA District Development and Tax Increment Financing Plans, which are set to expire at the end of 2021.

### POTENTIAL FUTURE ECONOMIC DEVELOPMENT PROJECTS TO CONSIDER

In the following table, the results of the EDA Board member evaluations are noted as follows:

- 1.57** The mean value of all EDA Board member project prioritization responses (with "1" indicating the highest priority projects and "5" the lowest priority)
- [1-3]** The range of EDA Board member project rankings (between "1" and "5")
- 7 resp.** The number of individual EDA Board member responses to the project

Staff recommendations for project timing are based on identified need/priority. In some cases, project timing is set in future years because the Development Plan must first be updated.

| <b>Proposed East DDA District Projects (FY2021 - FY2024)</b> |  | <b>EDA Priority</b>                                    | <b>Staff Recommend</b> |
|--|--|--|------------------------|
| <b>A</b>   | <p><b>Locate and map the existing streetlighting and irrigation systems.</b></p> <p>There is no set of as-built drawings for the EDA’s streetlighting and irrigation systems in the East DDA district, and these systems are not currently mapped into the Michigan Utility Notification Center’s MISS DIG system. This means that this public infrastructure is vulnerable to potentially costly damage each time an excavation takes place near the lines, and that the EDA will be fully responsible for the associated repair costs.</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 from being damaged or destroyed during excavation work. If these systems 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, ease future repairs and system improvements, and 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:</p> <ol style="list-style-type: none"> <li>(1) A detailed survey of the streetlighting system using electromagnetic locating devices, ground penetrating radar, global positioning systems (GPS), and survey techniques as appropriate to identify and accurately map the location of streetlights and the location/depth of underground lines;</li> <li>(2) Documentation of the irrigation system with the assistance of our irrigation service contractor, ground penetrating radar, global positioning systems (GPS), and survey techniques as appropriate to identify and accurately map the location of all sprinkler heads and the location and approximate depth of all associated underground irrigation lines;</li> <li>(3) Data compilation into a geographic information system (GIS) spatial data layer compatible with Township systems and the requirements of the state’s MISS DIG system; and</li> <li>(4) 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.</li> </ol> <p style="text-align: right;"><i>Global Ends Addressed:<br/>Community Well-Being and the Common Good; Safety; and Commerce</i></p> | <p><b>1.57</b><br/><b>[1-3]</b><br/><b>7 resp.</b></p> | <p><b>FY2021</b></p>   |

| <b>Proposed East DDA District Projects (FY2021 - FY2024)</b> |  | <b>EDA Priority</b>               | <b>Staff Recommend</b>  |
|--|--|-----------------------------------|---|
| <b>B1</b>  | <p><b>Update the East DDA Development Plan and expand the District.</b><br/>Update the East DDA District Development Plan to:</p> <ol style="list-style-type: none"> <li>(1) Identify successfully completed projects;</li> <li>(2) Add projects not anticipated when the plan was last updated;</li> <li>(3) Make any technical changes needed for compliance with the requirements of Public Act 57 of 2018; and</li> <li>(4) Expand the District boundaries to include all parcels within the section bounded by E. Pickard Rd. (M-20), S. Isabella Rd., E. Broadway Rd., and the US-127 expressway. The existing East DDA District includes a portion of this neighborhood south of E. Pickard Rd. and abuts the remainder on three sides. This expansion would include establishment of a new "Development Area Citizens Council" of District residents.</li> </ol> <p>This project will require assistance from a qualified consultant.</p> <p style="text-align: right;"><i>Global Ends Addressed:<br/>Community Well-Being and the Common Good</i></p> | <b>New to list</b>                | <p><b>FY2021</b></p> <p>Estimated:<br/>\$25,000-<br/>\$45,000</p> |
| <b>B2</b>  | <p><b>Update the East DDA District TIF Plan.</b></p> <p>The East DDA District's Tax Increment Financing (TIF) Plan was most recently amended in 2011 and includes a defined duration period of 10 years. Unless an updated TIF Plan is approved by the EDA and adopted by the Board of Trustees in accordance with Public Act 57 of 2018 requirements, the TIF Plan and associated capture of property tax revenues will end on 12/31/2021.</p> <p>This project will require assistance from a qualified consultant.</p> <p style="text-align: right;"><i>Global Ends Addressed:<br/>Community Well-Being and the Common Good; and Commerce</i></p>  | <b>New to list</b>                | <p><b>FY2021</b></p> <p>Estimated:<br/>\$15,000-<br/>\$35,000</p> |
| <b>C</b>   | <p><b>S. Summerton Rd. water/sanitary sewer improvements</b></p> <p>Design, implement, and fund a project to extend municipal water and sanitary sewer lines as needed along S. Summerton Rd. south of Pickard Rd./M-20 as needed to support economic development in the District, and to loop water lines in this area as needed to improve water quality and reduce maintenance costs.</p> <p style="text-align: right;"><i>Global Ends Addressed: Health and Commerce</i></p>   | <b>2.16<br/>[1-3]<br/>6 resp.</b> | <b>FY2021 -<br/>2022</b>  |
| <b>D</b>   | <p><b>Organize an association of business owners in the District.</b></p> <p>Facilitate the creation of an organization of the business owners in the East DDA District to work together on special events, coordinated hours, and other mutually beneficial business-led projects; and to expand opportunities for communication between the EDA and local businesses.</p> <p style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p>   | <b>2.16<br/>[1-4]<br/>7 resp.</b> | <b>FY2021 -<br/>2022</b>  |

| Proposed East DDA District Projects (FY2021 - FY2024) |  | EDA Priority                             | Staff Recommend  |
|---|--|--|--|
| E   | <p><b>Funding to support preparation of an updated Parks Master Plan.</b></p> <p>Funding in support of preparation of the East DDA component of an updated Parks and Recreation Master Plan, which would allow the Township to be eligible for state recreation grants.</p> <p style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good; and Health</i></p>   | New to list                              | <p><b>FY2021</b></p> <p>Estimated: \$10,000-\$15,000</p> |
| F   | <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, provide additional recreational facilities, expand parking areas and stormwater management facilities, and complete other building, site, and infrastructure improvements.</p> <p style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good; and Health</i></p>                           | <p><b>3.0</b><br/>[1-5]<br/>7 resp.</p>  | <p><b>FY2022 - 2024</b></p>                              |
| G   | <p><b>Grant program – beautification.</b></p> <p>Develop and implement a grant program to encourage landscaping and other site beautification work on existing lots.</p> <p style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>  | <p><b>3.0</b><br/>[1,5]<br/>6 resp.</p>  | <p><b>FY2021</b></p> <p>\$ _____</p>                     |
| H   | <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 style="text-align: right;"><i>Global Ends Addressed: Safety and Health</i></p>  | <p><b>3.57</b><br/>[1-5]<br/>6 resp.</p> | <p><b>FY2021</b></p> <p>\$ _____</p>                     |
| I   | <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.</p> <p style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p> | <p><b>3.14</b><br/>[1-5]<br/>7 resp.</p> | <p><b>FY2022</b></p>                                     |
| J   | <p><b>Grant program – exterior lighting.</b></p> <p>Develop and implement a grant program to encourage replacement of unshielded exterior light fixtures with fully shielded fixtures coordinated pole lighting designs.</p> <p style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p>  | <p><b>3.0</b><br/>[1-5]<br/>7 resp.</p>  | <p><b>FY2022</b></p>                                     |
| K   | <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 District.</p> <p style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p>   | <p><b>3.14</b><br/>[1-5]<br/>7 resp.</p> | <p><b>FY2022</b></p>                                     |



| Proposed East DDA District Projects (FY2021 - FY2024) |  | EDA Priority   | Staff Recommend |
|---|--|--|-----------------|
| L   | <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 for businesses.</p> <p><i>Global Ends Addressed: Health</i></p> | <p><b>3.57</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p> | <b>FY2023</b>   |

### POTENTIAL LONG-TERM PROJECTS

The following is a list of additional future projects for potential inclusion in the EDA’s longer-term capital improvements program for the East DDA District and as part of any updated Development Plan. Some projects have been separated out due to complexity or need for extensive planning and coordination with outside agencies, while others scored lower in priority by EDA Board members. Any of these projects can be moved up in priority as determined by the EDA:

| Potential East DDA District Long-Term Projects |   | EDA Priority   | Staff Comments  |
|--|---|--|---|
| 1  | <p><b>Burial of overhead utility and communication lines.</b></p> <p>Funding in support of projects to 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>   | <p><b>1.42</b><br/><b>[1-2]</b><br/><b>7 resp.</b></p> | Will require coordination with road improvement projects, utilities agreement, and good communication with local businesses.  |
| 2  | <p><b>New 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 a transformational community gathering place for events.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>  | <p><b>3.33</b><br/><b>[1-5]</b><br/><b>6 resp.</b></p> | The purpose, potential locations, and development options for this project should be considered as part of an update to the East DDA Development Plan.  |
| 3  | <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 the 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> | <p><b>3.57</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p> | The Middle Michigan Development Corporation and Mt. Pleasant Area Chamber of Commerce provide some marketing and media services that benefit the East DDA District, but there is more that can be done. |

| Potential East DDA District Long-Term Projects |   | EDA Priority             | Staff Comments  |
|--|---|--------------------------|---|
| 4  | <p><b>Property acquisition and development.</b><br/>Identify, purchase, market, sell, lease, and/or redevelop strategic properties as catalyst projects to spur further private investment. Public Act 57 of 2018 allows the EDA to improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, and operate any building, including multiple-family dwellings, 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 style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good; and Commerce</i></p> | 3.83<br>[2-5]<br>6 resp. | The MMDC has identified an unmet need for high bay flex office/ warehouse spaces for business growth and attraction. Potential opportunities should be explored as part of an update to the East DDA Development Plan.    |
| 5  | <p><b>Increase broadband Internet capacity.</b><br/>Develop, implement, and fund a project to enhance the capacity and reliability of broadband Internet communications services in the District to attract and maintain businesses and promote economic development, including a new fiber optic network.</p> <p style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p>   | 3.28<br>[1-5]<br>7 resp. | Prior to pursuing these projects, a survey of local businesses should be undertaken to identify current options and unmet needs.  |
| 6  | <p><b>Free public WiFi Internet.</b><br/>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:<br/><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 style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p>                               | 3.14<br>[1-5]<br>7 resp. | Any installation of a new or expanded fiber optic network would also require coordination with and agreement from MDOT and the Road Commission, along with acquisition of any necessary easements for surface facilities. |
| 7  | <p><b>Construct a cross-connection between Bud St. and Airway Dr.</b><br/>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 style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>   | 2.66<br>[1-5]<br>6 resp. | Will require coordination with and agreement from the Road Commission, along with property acquisition for the road right-of-way.   |

| Potential East DDA District Long-Term Projects |   | EDA Priority                                    | Staff Comments  |
|--|---|---|---|
| 8  | <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 extend 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>   | <p><b>2.83</b><br/>[2-5]<br/><b>6 resp.</b></p> | <p>Will require coordination with and agreement from the Road Commission, along with property acquisition for the road right-of-way.</p>  |
| 9  | <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 extend 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 connection between neighborhoods.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>   | <p><b>3.0</b><br/>[1-5]<br/><b>6 resp.</b></p>  | <p>Will require coordination with and agreement from the Road Commission, along with property acquisition for the road right-of-way.</p>  |
| 10   | <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 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 School parcel; and (3) a sidewalk connection to the school entrance.</p> <p><i>Global Ends Addressed: Safety and Health</i></p> | <p><b>3.33</b><br/>[1-5]<br/><b>6 resp.</b></p> | <p>Will require coordination with and agreement from the school district and the Road Commission, along with acquisition of necessary easements and rights-of-way.</p>                                    |
| 11   | <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>   | <p><b>2.66</b><br/>[1-5]<br/><b>7 resp.</b></p> | <p>Will require coordination with MDOT and the Road Commission, along with acquisition of necessary easements. This project should be considered as part of an overall branding and marketing effort.</p> |

**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**
- 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 DDA District, which in turn will increase tourism and economic activity as called for in the Development Plans.

**REQUESTED ACTION**

To approve the list of planned economic development and public infrastructure improvement projects in the East DDA District for funding during the 2021 - 2024 fiscal years [with the following changes:]

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

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

Yes:  
No:  
Absent:

\_\_\_\_\_  
EDA Chair



## REQUEST FOR EDA BOARD ACTION

|  |  |
|--|--|
| <b>To:</b> Economic Development Authority Board  | <b>DATE:</b> August 10, 2020             |
| <b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director   | <b>DATE FOR CONSIDERATION:</b> 8/17/2020 |
| <b>ACTIONS REQUESTED:</b> To approve the list of planned economic development and public infrastructure improvement projects in the West DDA District for funding during the 2021 - 2024 fiscal years. |  |

Current Action  Emergency

Funds Budgeted: If Yes  Account #  No  N/A

Finance Approval

### BACKGROUND INFORMATION FOR THE WEST DDA DISTRICT

During our May meeting, an initial list of potential future projects and activities in the East and West DDA districts was presented for review and consideration, and EDA Board members were asked to individually evaluate and prioritize projects on the list. These evaluations were used by staff to prepare the following updated project lists and to make recommendations related to the potential timing of specific West DDA District projects by fiscal year for budgeting purposes.

Eight potential projects that were scored at a lower priority or that require extensive planning and coordination with outside agencies have been grouped into a separate list for consideration as part of a long-term capital improvements program. Several potential projects have been removed from the lists for various reasons. For example, the dedicated EDA website proposal has been removed because the Township has taken steps this year to improve the current EDA webpage on the Township’s website.

Among the projects new to the list are necessary updates to the West DDA District Development and Tax Increment Financing Plans, which are set to expire at the end of 2021.

### POTENTIAL FUTURE ECONOMIC DEVELOPMENT PROJECTS TO CONSIDER

In the following table, the results of the EDA Board member evaluations are noted as follows:

- 1.57** The mean value of all EDA Board member project prioritization responses (with “1” indicating the highest priority projects and “5” the lowest priority)
- [1-3]** The range of EDA Board member project rankings (between “1” and “5”)
- 7 resp.** The number of individual EDA Board member responses to the project

Staff recommendations for project timing are based on identified need/priority. In some cases, project timing is set in future years because the Development Plan must first be updated.

| Proposed West DDA District Projects (FY2021 - FY2024) |  | EDA Priority                      | Staff Recommend   |
|---|--|-----------------------------------|---|
| <b>A1</b>   | <p><b>Update the West DDA Development Plan and expand the District.</b><br/>Update the West DDA District Development Plan to:</p> <ol style="list-style-type: none"> <li>(1) Identify successfully completed projects;</li> <li>(2) Add projects not anticipated when the plan was last updated; and</li> <li>(3) Make any technical changes needed for compliance with the requirements of Public Act 57 of 2018.</li> </ol> <p>This project will require assistance from a qualified consultant.</p> <p style="text-align: right;"><i>Global Ends Addressed:<br/>Community Well-Being and the Common Good</i></p>                              | <b>New to list</b>                | <p><b>FY2021</b></p> <p>Estimated:<br/>\$25,000-<br/>\$45,000</p> |
| <b>A2</b>   | <p><b>Update the West DDA District TIF Plan.</b><br/>The West DDA District’s Tax Increment Financing (TIF) Plan was most recently amended in 1991 and includes a defined duration period of 20 years. Unless an updated TIF Plan is approved by the EDA and adopted by the Board of Trustees in accordance with Public Act 57 of 2018 requirements, the TIF Plan and associated capture of property tax revenues will end on 12/31/2021.</p> <p>This project will require assistance from a qualified consultant.</p> <p style="text-align: right;"><i>Global Ends Addressed:<br/>Community Well-Being and the Common Good; and Commerce</i></p> | <b>New to list</b>                | <p><b>FY2021</b></p> <p>Estimated:<br/>\$15,000-<br/>\$35,000</p> |
| <b>B</b>  | <p><b>Stormwater management improvements in the West DDA District.</b><br/>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 style="text-align: right;"><i>Global Ends Addressed: Health</i></p>   | <b>1.83<br/>[1-4]<br/>6 resp.</b> | <b>FY2022 –<br/>2024</b>  |
| <b>C</b>  | <p><b>Additional public utility extensions in the West DDA District.</b><br/>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 style="text-align: right;"><i>Global Ends Addressed: Health</i></p>   | <b>1.71<br/>[1-3]<br/>7 resp.</b> | <b>FY2022 -<br/>2024</b>  |
| <b>D</b>  | <p><b>New recreation area along the Chippewa River.</b><br/>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 style="text-align: right;"><i>Global Ends Addressed: Health; and Natural Environment</i></p>   | <b>3.14<br/>[1-5]<br/>7 resp.</b> | <b>FY2022 -<br/>2023</b>  |

| <b>Proposed West DDA District Projects (FY2021 - FY2024)</b> |  | <b>EDA Priority</b>                                    | <b>Staff Recommend</b>      |
|--|--|--|-----------------------------|
| <b>E</b>   | <p><b>Organize an association of business owners in the District.</b></p> <p>Facilitate the creation of an organization of the business owners in the West DDA District to work together on special events, coordinated hours, and other mutually beneficial business-led projects; and to expand opportunities for communication between the EDA and local businesses.</p> <p style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p>               | <p><b>2.16</b><br/><b>[1-4]</b><br/><b>7 resp.</b></p> | <p><b>FY2022 - 2023</b></p> |
| <b>F</b>   | <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 style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>   | <p><b>2.25</b><br/><b>[1-4]</b><br/><b>4 resp.</b></p> | <p><b>FY2022 - 2024</b></p> |
| <b>G</b>   | <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>   | <p><b>3.66</b><br/><b>[2-5]</b><br/><b>6 resp.</b></p> | <p><b>FY2021 - 2024</b></p> |
| <b>H</b>   | <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 style="text-align: right;"><i>Global Ends Addressed: Safety and Health</i></p> | <p><b>3.33</b><br/><b>[1-5]</b><br/><b>6 resp.</b></p> | <p><b>FY2022 - 2024</b></p> |
| <b>I</b>   | <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 style="text-align: right;"><i>Global Ends Addressed: Safety and Health</i></p>  | <p><b>3.16</b><br/><b>[2-5]</b><br/><b>6 resp.</b></p> | <p><b>FY2021 - 2024</b></p> |
| <b>J</b>   | <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 style="text-align: right;"><i>Global Ends Addressed: Safety and Health</i></p>  | <p><b>4.20</b><br/><b>[3-5]</b><br/><b>5 resp.</b></p> | <p><b>FY2022 - 2024</b></p> |

| <b>Proposed West DDA District Projects (FY2021 - FY2024)</b> |   | <b>EDA Priority</b>                                    | <b>Staff Recommend</b>               |
|--|---|--|--------------------------------------|
| <b>K</b>   | <p><b>Grant program – beautification.</b></p> <p>Develop and implement a grant program to encourage landscaping and other site beautification work on existing lots.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>  | <p><b>3.0</b><br/><b>[1,5]</b><br/><b>6 resp.</b></p>  | <p><b>FY2021</b></p> <p>\$ _____</p> |
| <b>L</b>   | <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>  | <p><b>3.57</b><br/><b>[1-5]</b><br/><b>6 resp.</b></p> | <p><b>FY2021</b></p> <p>\$ _____</p> |
| <b>M</b>   | <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.</p> <p><i>Global Ends Addressed: Commerce</i></p> | <p><b>3.14</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p> | <p><b>FY2022</b></p>                 |
| <b>N</b>   | <p><b>Grant program – exterior lighting.</b></p> <p>Develop and implement a grant program to encourage replacement of unshielded exterior light fixtures with fully shielded fixtures coordinated pole lighting designs.</p> <p><i>Global Ends Addressed: Commerce</i></p>  | <p><b>3.0</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p>  | <p><b>FY2022</b></p>                 |
| <b>O</b>   | <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 District.</p> <p><i>Global Ends Addressed: Commerce</i></p>   | <p><b>3.14</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p> | <p><b>FY2022</b></p>                 |
| <b>P</b>   | <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 for businesses.</p> <p><i>Global Ends Addressed: Health</i></p>  | <p><b>3.57</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p> | <p><b>FY2023</b></p>                 |

**POTENTIAL LONG-TERM PROJECTS**

The following is a list of additional future projects for potential inclusion in the EDA’s longer-term capital improvements program for the West DDA District and as part of any updated Development Plan. Some projects have been separated out due to complexity or need for extensive planning and coordination with outside agencies, while others scored lower in priority by EDA Board members. Any of these projects can be moved up in priority as determined by the EDA:



| Potential West DDA District Long-Term Projects |   | EDA Priority   | Staff Comments   |
|--|---|--|--|
| 1  | <p><b>Burial of overhead utility and communication lines.</b></p> <p>Funding in support of projects to 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>   | <p><b>1.42</b><br/><b>[1-2]</b><br/><b>7 resp.</b></p> | <p>Will require coordination with road improvement projects, utilities agreement, and good communication with local businesses.</p>  |
| 2  | <p><b>New 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 a transformational community gathering place for events.</p> <p><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>  | <p><b>3.33</b><br/><b>[1-5]</b><br/><b>6 resp.</b></p> | <p>The purpose, potential locations, and development options for this project should be considered as part of an update to the West DDA Development Plan.</p>  |
| 3  | <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 the 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>   | <p><b>3.57</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p> | <p>The Middle Michigan Development Corporation and Mt. Pleasant Area Chamber of Commerce provide some marketing and media services that benefit the West DDA District, but there is more that can be done.</p>               |
| 4  | <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. Public Act 57 of 2018 allows the EDA to improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, and operate any building, including multiple-family dwellings, 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> | <p><b>3.83</b><br/><b>[2-5]</b><br/><b>6 resp.</b></p> | <p>The MMDC has identified an unmet need for high bay flex office/warehouse spaces for business growth and attraction. Potential opportunities should be explored as part of an update to the West DDA Development Plan.</p> |
| 5  | <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 District to attract and maintain businesses and promote economic development, including a new fiber optic network.</p> <p><i>Global Ends Addressed: Commerce</i></p>   | <p><b>3.28</b><br/><b>[1-5]</b><br/><b>7 resp.</b></p> | <p>Prior to pursuing these projects, a survey of local businesses should be undertaken to identify current options and unmet needs.</p>  |

| Potential West DDA District Long-Term Projects |   | EDA Priority   | Staff Comments   |
|--|---|--|--|
| 6  | <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:<br/> <a href="https://meraki.cisco.com/lib/pdf/meraki_cs_vpsilanti_MI.pdf">[https://meraki.cisco.com/lib/pdf/meraki_cs_vpsilanti_MI.pdf]</a></p> <p style="text-align: right;"><i>Global Ends Addressed: Commerce</i></p> | <p><b>3.14</b><br/> <b>[1-5]</b><br/> <b>7 resp.</b></p> | <p>Any installation of a new or expanded fiber optic network would also require coordination with and agreement from MDOT and the Road Commission, along with acquisition of any necessary easements for surface facilities.</p> |
| 7  | <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 style="text-align: right;"><i>Global Ends Addressed: Community Well-Being and the Common Good</i></p>  | <p><b>3.83</b><br/> <b>[1-5]</b><br/> <b>6 resp.</b></p> | <p>Will require coordination with road authorities. This project should be considered as part of an overall branding and marketing effort.</p>   |
| 8  | <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 style="text-align: right;"><i>Global Ends Addressed: Prosperity through Economic Diversity, Cultural Diversity, and Social Diversity</i></p>  | <p><b>2.66</b><br/> <b>[1-5]</b><br/> <b>7 resp.</b></p> | <p>Will require coordination with MDOT and the Road Commission, along with acquisition of necessary easements. This project should be considered as part of an overall branding and marketing effort.</p>                        |

**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 West DDA District, which in turn will increase tourism and economic activity as called for in the Development Plans.

**REQUESTED ACTION**

To approve the list of planned economic development and public infrastructure improvement projects in the West DDA District for funding during the 2021 - 2024 fiscal years [with the following changes:]

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

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

Yes:  
No:  
Absent:

\_\_\_\_\_  
EDA Chair