

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

Notice is hereby given that the Charter Township of Union Economic Development Authority (EDA) will hold a special informational meeting on **Tuesday, October 27, 2020 at 4:30 p.m.** as an electronic meeting consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended). There will be no in-person public attendance in the Township Hall Board Room (2010 S Lincoln Rd., Mt. Pleasant, MI 48858), although some EDA Board members and Township staff may choose to participate from this location.

**The purpose of this informational meeting is solely to inform the public and governing bodies of each jurisdiction levying taxes subject to capture in the East and West Downtown Development Authority (DDA) Districts of the EDA Board's goals and direction, including projects planned for the coming year. Consistent with Public Act 57 of 2018 (Recodified Tax Increment Financing Act, MCL 125.4101 et seq.) reporting requirements, no regular EDA business will be conducted.**

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.

**Questions and comments will be received during 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.

Written comments to the Economic Development Authority may also be delivered to the drop box at the Township Hall. Comments received prior to 2:00 p.m. on the day of the meeting will be read aloud to the Economic Development Authority.

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/>. The 2019 Annual Report and additional information about the DDA Districts can be found on the EDA Board's webpage at:

<http://www.uniontownshipmi.com/BoardsandCommissions/EconomicDevelopmentAuthority.aspx>

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 Informational 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 meeting. Please speak clearly and provide your name and address before making your comments. 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)  
Special Electronic Meeting**  
Instructions for access will be posted and available on the  
website home page [www.uniontownshipmi.com](http://www.uniontownshipmi.com)  
Tuesday October 27, 2020  
4:30 p.m.

## **INFORMATIONAL MEETING AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. NEW BUSINESS
  - A. 2019 Annual Report
    - i. Invite public comments and questions
  - B. 2020 – 2021 Project Priorities
    - i. Invite public comments and questions
5. PUBLIC COMMENT
6. DIRECTOR COMMENTS
7. ADJOURNMENT



## ANNUAL SYNOPSIS OF ECONOMIC DEVELOPMENT AUTHORITY ACTIVITIES

<b>TO:</b>	Mark Stuhldreher, Township Manager	<b>DATE:</b>	June 15, 2020
<b>FROM:</b>	Rodney C. Nanney, AICP, Community and Economic Development Director		

### Background Information

This report includes a synopsis of EDA staff, contracts, activities, accomplishments, and projects in the EAST DDA and the West DDA Districts has been prepared consistent with the requirements Public Act 57 of 2018 (the Recodification Tax Increment Financing Act). Additional financial reporting is available in a separate document for each DDA District.

Public Act 57 of 2018 (the Recodification Tax Increment Financing Act) went into effect on January 1, 2019. This new state Act consolidated the laws authorizing seven different kinds of tax increment finance authorities and standardized reporting requirements so the state and the public could better evaluate the effectiveness of tax increment financed programs. The Township’s Economic Development Authority (EDA) is required to submit a comprehensive annual report for the East and the West DDA Districts to the state Treasury Department and each taxing unit levying taxes captured by the authority, and to make information available to the public. These reports are required to include contain detailed information on the capture and use of tax increment revenues, information on debt, and the progress/status of development plans.

### Staff Contact Information

**Mark Stuhldreher, Township Manager**  
(989) 772-4600 Ext. 231  
mstuhldreher@uniontownshipmi.com

**Rodney Nanney, AICP, Community and Economic Development Director**  
(989) 772-4600 Ext. 232  
rnanney@uniontownshipmi.com

### List and Descriptions of Current Contracts

The following is a summary list of current contracts and other documents related to management of and services provided by the EDA in the DDA Districts:

Current Contracts	
Pleasant Thyme Herb Farm 5490 East Baseline Road Mount Pleasant, MI 48858	Installation and maintenance of flower baskets, wall planters, and sidewalk planters, and pruning of street trees all along the Pickard Road corridor in the East DDA District.

Current Contracts	
Mid-Michigan Industries 2426 Parkway Drive Mount Pleasant, MI 48858	Maintenance of park benches and trash receptacles along the Pickard Road corridor in the East DDA District.
Mid-Michigan Industries 2426 Parkway Drive Mount Pleasant, MI 48858	General litter pickup and sweeping along the Pickard Road corridor in the East DDA District prior to the Memorial Day, Independence Day, and Labor Day holidays.
Block Electric Co. 350 South Meridian Road Mount Pleasant, MI 48858	Maintenance of streetlighting and accent lighting and installation of streetlight banners along the Pickard Road corridor in the East DDA District.
Doug’s Small Engine Repair 5293 East Pickard Road Mount Pleasant, MI 48858	Snowplowing and winter maintenance of the sidewalks along the Pickard Road corridor in the East DDA District.
Wilson Lawn Care, Inc. 4989 East Millbrook Road Mount Pleasant, MI 48858	Mowing, trimming, curb and sidewalk edging, and clearing of clippings from sidewalks for public lawn areas along the Pickard Road corridor in the East DDA District.
Thielen Turf Irrigation, Inc. 600 Industrial Drive Mount Pleasant, MI 48858	Irrigation system maintenance along the Pickard Road corridor in the East DDA District.
BeGreen, Inc. 9085 South Vandecar Road Shepherd, MI 48883	Weed control and fertilization treatments along the Pickard Road corridor in the East DDA District.
Price Mini-Storage 4695 East Pickard Road Mount Pleasant, MI 48858	Lease of enclosed storage space for keeping of EDA equipment, off-season banners, and supplies for the East DDA District and the West DDA District.
Hometown Decoration & Display LLC 2645 24 <sup>th</sup> Avenue Hudsonville, MI 49426	Furnish, provide, and install holiday decorations, display equipment, and materials along the Pickard Road corridor in the East DDA District.
Plante Moran, PLLC 24700 Northwestern Highway Southfield, MI 48037	Assistance with and consultations for development of the framework for Township compliance with the annual EDA reporting and informational meeting requirements of Public Act 57 of 2018.

**Statement Regarding Expenditure of Funds**

For tax increment revenues described in the annual audit, all funds have been expended within five (5) years of their receipt.

The Township’s Finance Director, Sherrie Teall, has prepared separate Annual Financial Reports for the East DDA and West DDA Districts for filing with the Michigan Department of Treasury in accordance with the financial reporting requirements in Section 911 of Public Act 57 of 2018.

**List of Accomplishments**

The following is a list of EDA accomplishments, including progress made on development and tax increment finance plan goals and objectives:

1. Completion of upgrading and installation of enhanced holiday street lighting along the Pickard Road corridor in the East DDA District.
2. Completion of the refurbishment and re-installation of all benches and waste receptacles along the Pickard Road corridor in the East DDA District.
3. Completion of the project to create twelve (12) new seasonal Welcome Banners for installation and display over the course of the year at the M-20/US-127 interchange gateway entrances into the East DDA District.
4. Completion of the repaving of South Lincoln Road from Pickard Road south to Remus Road in the West DDA District.

**Projects and Investments in 2019**

The following is a list of EDA projects and investments:

<b>Current Projects and Investments</b>		<b>Status</b>
a.	Art Reach of Mid-Michigan Annual Festival of Banners along the Pickard Road corridor in the East DDA District.	Banners completed and installed
b.	Installation and maintenance of twelve (12) Welcome Banners in collaboration with the City of Mount Pleasant, Mount Pleasant Area Convention and Visitors Bureau, and Middle Michigan Development Corporation (East DDA)	Banners have been completed, with installations to begin in 2020
c.	Jamison Park building and site improvements (East DDA)	Funds budgeted; construction planned for 2020
d.	Rehabilitation of Pump Station #1 located on Enterprise Drive (East DDA)	Funds budgeted; construction planned for 2020
e.	Rehabilitation of Pump Station #14 located on May Street (West DDA)	Funds budgeted; construction planned for 2020
f.	South Lincoln Road improvements south of the bridge over the Chippewa River to Broomfield Road (West DDA)	Funds budgeted; county Road Commission construction pending
g.	Lincoln Road improvements north of the bridge over the Chippewa River to M-20/Remus Road (West DDA)	General agreement to be a funding partner, but not yet budgeted
h.	Funding in support of new sidewalk construction within the county road right-of-way along the west side of Lincoln Road from 2300 South Lincoln Road (Lux Funeral Home) north to McDonald Park and the Township Hall (West DDA)	Funds budgeted; construction planned for 2020

Current Projects and Investments		Status
i.	Annual funding transfer to the Fire Fund in support of the fire service delivery contract with the City of Mount Pleasant (East DDA and West DDA)	Completed
j.	Annual payment to Middle Michigan Development Corporation in support of MMDC economic development activities for the East DDA and West DDA Districts	Completed

**Events and Promotional Campaigns in 2019**

The following is a list of EDA events and promotional campaigns:

1. Art Reach of Mid-Michigan Annual Festival of Banners along the Pickard Road corridor in the East DDA District.
2. Display of seasonal Welcome Banners at the M-20/US-127 interchange gateway entrances into the East DDA District.
3. Collaboration with and financial support for the destination marketing activities of the Mount Pleasant Area Convention and Visitors Bureau to market and grow the business community in the East DDA and West DDA Districts.
4. Collaboration with and financial support for the economic development activities of the Middle Michigan Development Corporation to market and promote available properties and assist local manufacturing, industrial, and commercial businesses in the East DDA and West DDA Districts.

**Progress on Development/Tax Increment Finance Plan Goals and Objectives**

The EDA continued to make good progress towards completion of specific project priorities listed in the East DDA and West DDA Development and Tax Increment Financing Plans. All projects included in this report for 2019 are consistent with the goals and objectives of these plans.

For 2020, the EDA will be evaluating the status of remaining project priorities listed in these plans along with additional potential projects that can be consistent with plan goals, with the intent of determining whether there is a need to amend the East DDA and/or West DDA Development and Tax Increment Financing Plans to allow for completion of all project priorities in the Districts.

## INFORMATIONAL MEETINGS

<b>TO:</b> Economic Development Authority (EDA) Board	<b>DATE:</b> September 3, 2020
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	
<b>ACTION REQUESTED:</b> To hold a special informational meeting to inform and to invite comments and questions from the public and governing bodies of each jurisdiction levying taxes subject to capture in the East and West Downtown Development Authority (DDA) Districts of the EDA Board’s goals and direction, consistent with Public Act 57 of 2018 (Recodified Tax Increment Financing Act, MCL 125.4101 et seq.) reporting requirements.	

### 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.

### 2019 Annual Report

In addition to the required informational meetings, Act 57 requires annual 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. A copy of the 2019 EDA Annual Report is included in the meeting packet and is available on the Township’s EDA webpage.

### Current Projects and Activities

The following list of current EDA projects and activities in one or both of the DDA districts was compiled earlier this year with the assistance the Township Manager, the Public Services Director, and Township staff, and was initially provided as part of your May meeting packet. It has been updated to add the Mt. Pleasant Area Convention and Visitors Bureau funding approved in July:

Summary of Current EDA Projects and Activities		Status	Completion
a.	Art Reach of Mid-Michigan Annual Festival of Banners on Pickard Street (East DDA)	Renewed for 2020	Ongoing Commitment

Summary of Current EDA Projects and Activities		Status	Completion
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
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	2021
n.	Rehabilitation of Pump Station #14 located on May Street (West DDA)	Funds Budgeted	2021
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 as a funding partner, but not budgeted	2021-2022

Summary of Current EDA Projects and Activities		Status	Completion
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 (MMDC) in support of MMDC economic development activities (East DDA, West DDA)	Funds Budgeted	Ongoing Commitment
t.	Annual payment to Mt. Pleasant Area Convention and Visitors Bureau (CVB) in support of CVB destination marketing activities (East DDA, West DDA)	Funds Allocated for 2020	Ongoing Commitment

### Planned Projects for 2021

The following is a summary of additional projects identified as high priorities for implementation during the 2021 fiscal year. Funding has been requested as part of the development of FY2021 budget recommendations by the Township Manager. It is anticipated that the proposed FY2021 EDA budget will be formally presented to the EDA Board for consideration in October:

Summary of Planned EDA Projects and Activities for 2021		DDA District	
		East	West
1.	Locate and map the existing streetlighting and irrigation systems for inclusion in and protection under the Michigan Utility Notification Center's MISS DIG system.	✓	✓
2.	Update the Development Plans and Tax Increment Financing Plans for the East and West DDA Districts.	✓	✓
3.	Develop and implement a grant program to encourage landscaping and other site beautification work on existing lots.	✓	✓
4.	Develop and implement a grant program to encourage installation of private sidewalks and barrier-free pedestrian access improvements from public sidewalks to existing buildings.	✓	✓
5.	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, and to loop water lines in this area as needed to improve water quality and reduce maintenance costs.	✓	

Summary of Planned EDA Projects and Activities for 2021		DDA District	
		East	West
6.	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.	✓	
7.	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.	✓	
8.	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.		✓
9.	Complete the construction of new sidewalks within the county road right-of-way along the north and south sides of Remus Road (M-20) from Bradley St. west to S. Lincoln Road.		✓
10.	Complete remaining pedestrian-oriented intersection improvements at the Remus Road/M-20 intersection with S. Lincoln Rd.		✓

Please contact me at (989) 772-4600 ext. 232, or via email at [RNanney@uniontownshipmi.com](mailto:RNanney@uniontownshipmi.com), with any questions about this information.

Respectfully submitted,

**Rodney C. Nanney, AICP, Director**

Community and Economic Development Department