

**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 December 15, 2020 meeting electronically at 4:30 p.m., 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.

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" 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 12/15/2020 will be read aloud to the Economic Development Authority.

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

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

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

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



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

**To raise your hand for telephone dial-in participants, press "star" and then the number "nine" (\*9).**

The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

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

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

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

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



**Economic Development Authority Board (EDA)  
Regular Electronic Meeting**  
Instructions for access will be posted and available on the  
website home page [www.uniontownshipmi.com](http://www.uniontownshipmi.com)  
Tuesday December 15, 2020  
4:30 p.m.

### **AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - November 17, 2020 Regular Meeting
5. PRESENTATIONS
6. PUBLIC COMMENT
7. REPORTS
  - A. Accounts Payable Approval – November  
East DDA District #248 – Check Register  
West DDA District #250 – None
  - B. November 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 - 2021 Festival of Banners – Approval to participate
  - B. East & West DDA Districts Development/Tax Increment Financing Plans Update
    - Kickoff Meeting with the Project Consultant, CIB Planning, Inc
    - Tax Increment Financing training session
9. PENDING BUSINESS
10. DIRECTOR COMMENTS

**11. ADJOURNMENT**

Next regularly scheduled meeting Tuesday, January 19, 2020 at 4:30 p.m.

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular – Electronic Board Meeting  
Tuesday November 17, 2020**

**MINUTES**

A regular – electronic meeting of the Charter Township of Union Economic Development Authority was held on November 17, 2020 at 4:30 p.m. as a virtual meeting through the Zoom meeting platform.

**EDA nominated Ben Gunning as Chair Pro-tem for the November 17, 2020 EDA meeting. Chair Pro-tem Gunning called the meeting to order at 4:33 p.m.**

**ROLL CALL**

Present: Figg – Mt. Pleasant, MI – Union Township, Hunter – Mt. Pleasant, MI, Smith – Mt. Pleasant, MI, Coyne – Union Township, Isabella County, Johnson – Union Township, Isabella County, Zalud – Union Township, Isabella County, Gunning – Union Township, Isabella County, Chowdhary (4:37)

Excused: Kequom, Barz

Absent: Bacon

Others Present: Rodney Nanney – Community & Economic Development Director, Amy Peak – Building Department Clerk, Sherrie Teall – Finance Director, Jim McBryde – President of Middle Michigan Development Corporation

**APPROVAL OF AGENDA**

MOTION by **Figg** SUPPORTED by **Coyne** to APPROVE the agenda as presented. Roll Call Vote: Ayes: Figg, Johnson, Coyne, Zalud, Hunter, Smith, Gunning. Nays: 0. **MOTION CARRIED 7-0.**

**APPROVAL OF MINUTES**

MOTION by **Coyne** SUPPORTED by **Figg** to APPROVE minutes from the October 20, 2020 regular meeting as presented. Roll Call Vote: Ayes: Figg, Johnson, Coyne, Zalud, Hunter, Smith, Gunning. Nays: 0. **MOTION CARRIED 7-0.**

MOTION by **Coyne** SUPPORTED by **Figg** to APPROVE minutes from the October 27, 2020 Special Informational Meeting as presented. Roll Call Vote: Ayes: Figg, Johnson, Coyne, Zalud, Hunter, Smith, Gunning. Nays: 0. **MOTION CARRIED 7-0**

**PRESENTATIONS**

A. Jim McBryde – President of the Middle Michigan Development Corporation

**PUBLIC COMMENT** – No public comment offered.

**REPORTS**

**ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

Finance Director Sherri Teall reviewed the accounts payable for the East DDA.

MOTION by **Figg** SUPPORTED by **Coyne** to APPROVE the East DDA payables 10/21/2020 – 11/17/2020 in the amount of \$8,119.99 as presented. Roll Call Vote: Figg, Johnson, Coyne, Zalud, Hunter, Smith, Gunning. Nays: 0. **MOTION CARRIED 7 – 0.**

Chowdhary having technical difficulties and did not vote.

No payables for the West DDA

Finance Director Sherrie Teall reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chair Pro-tem Gunning.

**NEW BUSINESS**

- A. Community & Economic Development Director - Rodney Nanney gave update on the “kickoff” of the project to update the East and West DDA Development Plans and Tax Increment Financing Plans. Director Nanney encouraged participation for the next 2 meetings and asked the Board to prepare some possible questions for the survey to businesses. Discussion held.

**B. RFBA: Approval of Budget Amendment #2 to the East DDA fund and West DDA fund and to recommend to the Township Board of Trustees that they approve the amendment.**

Community & Economic Development Director – Rodney Nanney reviewed RFBA. Discussion held.

MOTION by **Coyne** SUPPORTED by **Smith** to approve Budget Amendment #2 for the East DDA fund for Fiscal Year 2020 and recommend to the Board of Trustees. Ayes: Hunter, Coyne, Smith, Chowdhary, Figg, Johnson, Zalud, Gunning. Nays: 0. **8 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED.**

MOTION by Figg SUPPORTED by Chowdhary to approve Budget Amendment #2 for the West DDA fund for the Fiscal Year 2020 and recommend for approval to the Board of Trustees. Ayes: Hunter, Zalud, Figg, Smith, Chowdhary, Johnson, Coyne, Gunning. Nays: 0. **8 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED**

**PENDING BUSINESS** – None

**DIRECTOR COMMENTS:**

- Community and Economic Development Director Nanney thanked Supervisor Gunning for his service over the years and for chairing the meeting.
- Wished all a Happy Thanksgiving
- Reminded all to mark your calendars for the upcoming meetings. December 15, 2020 & January 19, 2021.

**GENERAL DISCUSSION:**

- Thanked Amy, Rodney and Sherrie for their support, effort and help they've gave to the Board through the challenging months with changes making these meetings be productive and run smoothly. Also thanked Ben for helping make the EDA Board productive.
- Gunning stated Rodney has been a good addition and feels he has given the EDA Board direction. Gunning is looking forward to what this EDA Board can do.

Meeting adjourned by Chair Pro-tem Gunning at 5:44 p.m.

**APPROVED BY**

(Recorded by Amy Peak)

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**Chair Kequom**

12/09/2020 12:08 PM  
User: SHERRIE  
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
CHECK DATE FROM 11/18/2020 - 12/15/2020

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
11/25/2020	248	66 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	58.06
					2027 FLORENCE	63.27
					4923 E PICKARD	79.68
					4675 E PICKARD	63.92
					4592 E PICKARD STE B	29.52
					4592 E PICKARD STE A	78.83
					5771 E PICKARD STE B	29.63
					5771 E PICKARD STE A	152.96
					5770 E PCIKARD STE B	29.63
					5770 E PICKARD STE A	121.85
					5325 E PICKARD	53.07
					2029 2ND ST	64.88
					5157 E PICKARD STE B	29.39
					5157 E PICKARD STE A	64.55
					4900 E PICKARD	64.01
						<hr/> 983.25
12/15/2020	248	4184	00072	BLOCK ELECTRIC	CHANGE EDA BENCH LIGHTS TO LED	351.04
					CHANGE OUT GATEWAY BANNERS	165.00
						<hr/> 516.04
12/15/2020	248	4185	01343	HOMETOWN DECORATIONS & DISPLAY	HOLIDAY LIGHTING ON PICKARD ST	10,800.00
12/15/2020	248	4186	01388	J RANCK ELECTRIC INC	NEW LED FIXTURES UNDER US127 OVERPASS	5,720.00
12/15/2020	248	4187	00450	M M I	PARK BENCH/GROUND MAINT-NOV 20	562.50
12/15/2020	248	4188	00530	PLEASANT THYME HERB FARM	FALL CLEAN UP TREES/SHRUBS-PICKARD CORRI	1,212.50
248 TOTALS:						
Total of 6 Disbursements:						19,794.29

## PERIOD ENDING 11/30/2020

GL NUMBER	DESCRIPTION	YTD BALANCE	2020		YTD BALANCE	% BDGT USED
		11/30/2019	ORIGINAL	2020	11/30/2020	
		NORMAL (ABNORMAL)	BUDGET	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	334.44	300.00	300.00	67.85	22.62
248-000-445.000	INTEREST ON TAXES	185.91	500.00	500.00	631.16	126.23
248-000-573.000	STATE AID REVENUE-LCSA	59,242.81	55,000.00	62,000.00	62,005.75	100.01
248-000-665.000	INTEREST EARNED	20,673.77	18,000.00	18,000.00	17,887.57	99.38
248-000-671.000	OTHER REVENUE	12,734.89	100.00	100.00	158.72	158.72
Total Dept 000 - NONE		501,778.55	504,650.00	511,650.00	515,452.23	100.74
TOTAL REVENUES		501,778.55	504,650.00	511,650.00	515,452.23	100.74
Expenditures						
Dept 000 - NONE						
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	10,257.82	9,800.00	12,800.00	8,282.00	64.70
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00	10,000.00	0.00	0.00	0.00
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	17,760.00	16,500.00	19,000.00	14,654.00	77.13
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	32,338.78	30,000.00	34,000.00	32,860.30	96.65
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	20,758.50	18,500.00	21,000.00	14,410.50	68.62
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	18,573.16	20,000.00	20,000.00	17,630.00	88.15
248-000-826.000	LEGAL FEES	0.00	500.00	500.00	0.00	0.00
248-000-880.000	COMMUNITY PROMOTION	8,170.00	0.00	5,000.00	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	11,674.45	14,200.00	15,000.00	9,109.80	60.73
248-000-920.000	ELECTRIC/NATURAL GAS	8,639.99	12,000.00	12,000.00	8,543.12	71.19
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,514.72	1,500.00	1,500.00	1,576.01	105.07
248-000-940.000	LEASE/RENT	550.00	700.00	700.00	550.00	78.57
248-000-955.000	MISC.	5.58	50.00	50.00	52.96	105.92
248-000-967.000	PROJECTS	44,479.25	0.00	0.00	0.00	0.00
Total Dept 000 - NONE		183,422.25	144,000.00	151,800.00	116,368.69	76.66
Dept 336 - FIRE DEPARTMENT						
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	66,311.00	66,000.00	70,000.00	70,484.04	100.69
Total Dept 336 - FIRE DEPARTMENT		66,311.00	66,000.00	70,000.00	70,484.04	100.69
Dept 728 - ECONOMIC DEVELOPMENT						
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	160,260.00	0.00	0.00	0.00
248-728-967.600	PARKS PROJECTS	0.00	107,000.00	0.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00	267,260.00	0.00	0.00	0.00
TOTAL EXPENDITURES		249,733.25	477,260.00	221,800.00	186,852.73	84.24

Fund 248 - EAST DDA FUND:

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## PERIOD ENDING 11/30/2020

GL NUMBER	DESCRIPTION	YTD BALANCE 11/30/2019		2020 ORIGINAL BUDGET		2020 AMENDED BUDGET		YTD BALANCE 11/30/2020		% BDGT USED	
		NORMAL	(ABNORMAL)					NORMAL	(ABNORMAL)		
Fund 248 - EAST DDA FUND											
TOTAL REVENUES		501,778.55		504,650.00		511,650.00		515,452.23		100.74	
TOTAL EXPENDITURES		249,733.25		477,260.00		221,800.00		186,852.73		84.24	
NET OF REVENUES & EXPENDITURES		252,045.30		27,390.00		289,850.00		328,599.50		113.37	

## PERIOD ENDING 11/30/2020

GL NUMBER	DESCRIPTION	YTD BALANCE		2020		2020		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	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)	0.00	0.00		0.00		
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	1,538.94		200.00	200.00	571.68		285.84		
250-000-445.000	INTEREST ON TAXES	284.23		250.00	250.00	161.83		64.73		
250-000-665.000	INTEREST EARNED	19,457.21		14,000.00	14,000.00	13,632.78		97.38		
Total Dept 000 - NONE		325,891.69		330,450.00	334,450.00	336,708.86		100.68		
TOTAL REVENUES		325,891.69		330,450.00	334,450.00	336,708.86		100.68		
Expenditures										
Dept 000 - NONE										
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	5,115.63		4,200.00	7,200.00	3,601.32		50.02		
250-000-880.000	COMMUNITY PROMOTION	0.00		0.00	5,000.00	5,000.00		100.00		
250-000-967.400	STREET/ROAD PROJECTS	162,293.14		330,000.00	0.00	0.00		0.00		
Total Dept 000 - NONE		167,408.77		334,200.00	12,200.00	8,601.32		70.50		
Dept 336 - FIRE DEPARTMENT										
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	49,152.00		49,000.00	52,000.00	52,067.68		100.13		
Total Dept 336 - FIRE DEPARTMENT		49,152.00		49,000.00	52,000.00	52,067.68		100.13		
Dept 728 - ECONOMIC DEVELOPMENT										
250-728-967.300	SEWER SYSTEM PROJECTS	0.00		0.00	73,600.00	73,533.91		99.91		
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		70,000.00	10,000.00	0.00		0.00		
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		70,000.00	83,600.00	73,533.91		87.96		
TOTAL EXPENDITURES		216,560.77		453,200.00	147,800.00	134,202.91		90.80		
Fund 250 - WEST DDA FUND:										
TOTAL REVENUES		325,891.69		330,450.00	334,450.00	336,708.86		100.68		
TOTAL EXPENDITURES		216,560.77		453,200.00	147,800.00	134,202.91		90.80		
NET OF REVENUES & EXPENDITURES		109,330.92		(122,750.00)	186,650.00	202,505.95		108.50		
TOTAL REVENUES - ALL FUNDS										
TOTAL REVENUES - ALL FUNDS		827,670.24		835,100.00	846,100.00	852,161.09		100.72		
TOTAL EXPENDITURES - ALL FUNDS		466,294.02		930,460.00	369,600.00	321,055.64		86.87		
NET OF REVENUES & EXPENDITURES		361,376.22		(95,360.00)	476,500.00	531,105.45		111.46		

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	14,447.64
248-000-002.000	SAVINGS	859,512.70
248-000-003.001	CERTIFICATE OF DEPOSIT	832,141.88
248-000-123.000	PREPAID EXPENSES	1,391.61
<b>Total Assets</b>		<b>1,707,493.83</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	18,811.04
248-000-214.101	DUE TO GENERAL FUND	1,669.93
<b>Total Liabilities</b>		<b>20,480.97</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>328,599.50</b>
<b>Ending Fund Balance</b>		<b>1,687,012.86</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,707,493.83</b>

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	851.82
250-000-002.000	SAVINGS	277,928.72
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	944,868.66
<b>Total Assets</b>		<b>1,223,702.90</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</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>202,505.95</b>
<b>Ending Fund Balance</b>		<b>1,223,702.90</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,223,702.90</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	Squattrito	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	Jessica	Lapp	2/15/2023
8	vacant seat		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	12/31/2022
2	vacant seat		12/31/2020
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	12/31/2022
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	12/31/2022
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			11/202024
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	12/31/2022
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 -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2020
2 - PC Representative	Mike	Darin	8/15/2022
3 - Township Resident	Matt	Mertz	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	vacant seat		8/15/2021



## REQUEST FOR EDA BOARD ACTION

<b>To:</b> Economic Development Authority Board	<b>DATE:</b> December 7, 2020
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	<b>DATE FOR CONSIDERATION:</b> 12/15/2020
<b>ACTIONS REQUESTED:</b> To approve the East DDA District's participation in the 2021 Festival of Banners event via the purchase, creation, installation, and removal of 78 banners along E. Pickard Road at a cost of \$4,500.00.	

Current Action   X   Emergency           

Funds Budgeted: If Yes   X   Account # 248-000-801.015 No            N/A           

Finance Approval           MDS          

### **BACKGROUND INFORMATION**

Inaugurated in 2009, the Festival of Banners was created as a signature event designed to bring attention and visitors to Isabella County, thereby increasing participation in local events. Community participants include the Township, City of Mt. Pleasant, and the Village of Shepherd, with event locations in the downtown areas of Shepherd and Mt. Pleasant, and throughout the Township's E. Pickard Rd. business district between S. Summerton Rd. and Packard Street.

Art Reach of Mid-Michigan coordinates the creation, distribution, and display of banners created each year by students, local artists, and community members. The annual Festival of Banners serves as an important part of our community's destination marketing efforts and helps to define and beautify the East DDA District in a unique way.

The back of each banner will display the name and logo of the sponsoring entities.

### **SCOPE OF SERVICES**

Art Reach of Mid-Michigan will coordinate the effort to purchase and create 78 banners to be placed on E. Pickard Road within the East Downtown Development District.

### **JUSTIFICATION**

The EDA is charged with overseeing local economic development activities within the DDA Districts. As outlined in the Township's Economic Development Plan, EDA goals include among other things, attracting and retaining businesses, and increasing recreational activities, events, and tourism in the area. By participating in the 2021 Festival of Banners, the EDA will be directly effectuating a major goal of the Authority.

## **BOARD OF TRUSTEES GOALS ADDRESSED**

Board of Trustees goals addressed (from Policy 1.0: Global End):

- 1. Community well-being and common good**
- 2. Prosperity through economic diversity, cultural diversity, and social diversity**
- 6. Commerce**

Our annual contribution to the Festival of Banners helps to support commerce in the DDA Districts (1.6), and to support a sustainable community (1.0). The banner displays help to highlight the community's creative and innovative spirit and high quality of life to attract visitors and new residents (1.2.1), and help to achieve the Board's goal that all demographics within the Township can feel welcomed, feel belonging, and engage with the community (1.1.1).

## **COSTS**

\$4,500.00 , which is included in the FY2021 budget adopted by the EDA Board and recommended for final adoption by the Board of Trustees.

## **PROJECT TIMETABLE**

May – November 2021

## **RESOLUTION**

To approve the East DDA District's participation in the 2021 Festival of Banners event via the purchase, creation, installation, and removal of 78 banners along E. Pickard Road at a cost of \$4,500.00.

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

Yes:

No:

Absent:

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



## **Festival of Banners Plan**

November 16, 2020

Prepared by: George Rouman  
1405 East Andre Avenue  
Mt. Pleasant, MI 48858  
989-773-3435  
mproumans@gmail.com

Event Date: Hang banners: week of May 24 – May 28, 2021  
Remove banners: November 2021

Event Location: Downtown Mt. Pleasant - on 206 light poles  
Union Township – on 78 light poles  
Shepherd – on 16 light poles

Event Partners: Art Reach of Mid Michigan  
City of Mt. Pleasant  
Union Township  
Village of Shepherd

### **Summary:**

Art Reach of Mid Michigan is planning the thirteenth year of the "Festival of Banners" project. Due to the impact of the COVID-19 pandemic, changes have been made in the project to ensure the safety of the painters of the banners.

This year the project will include the communities of Shepherd, Union Township and downtown Mt. Pleasant. This project will result in three hundred painted vinyl banners that will be displayed on street light poles in the greater Mt. Pleasant area as well as in Shepherd from May through November 2021. School children, college students, artists and community members will be invited to paint the banners.

These banners will serve as a signature event to highlight the summer activities available in the Isabella County area. 500 booklets will be produced that include photos of each banner, business ads, and the names of our sponsors. These booklets will be distributed throughout the county.

The banners will hang in the downtown areas of Mt. Pleasant and Shepherd and on Pickard Street in Union Township. They will attract interest in our community and thus increase attendance at local events.

**Narrative:**

The Festival of Banners was inaugurated in the summer of 2009 upon the request of the Quality of Life Committee of Vision 20/20 for a signature event for our community. The 2021 Festival of Banners will be executed by a dedicated committee of community members. Art Reach of Mid Michigan will again lead and coordinate the endeavor.

The goal of the Festival of Banners is to provide a signature event that brings attention to the Isabella County area and thus informs and encourages visitors to participate in summer activities in the community. The event committee will purchase 300 plain white vinyl banners which will be offered to elementary and secondary school students, college students, local artists and community members to paint.

Banners and paint will be offered to all approved submissions and will be free to K-12 school students and persons over the age of 65 and will be offered for a \$30 charge to all others. Once the artwork has been deemed appropriate, artists will be asked to take the banners home to paint. This is a change from previous years due to the COVID-19 pandemic. Although the number must be limited, provision can be made for in-house painting at the Art Reach Center.

In order to thank our event sponsors the back of each banner will display the name and logo of the sponsoring entities. The entities include the City of Mt. Pleasant, Union Township, Isabella Bank, Mercantile Bank, and the Saginaw Chippewa Indian Tribe.

**Festival of Banners  
1405 East Andre Avenue  
Mount Pleasant, Michigan 438858**

November 16, 2020

**Invoice**

Please remit the following amount in support of the 2021 Festival of Banners:

Participation Fee	\$2,500.00
78 Banners (purchase blank banners for community designs)	2,000.00
Total	\$4,500.00

Your check may be made payable to Art Reach of Mid Michigan, 111 E. Broadway, Mt. Pleasant, MI 48858.

We appreciate the participation of Union Township in the Festival of Banners. If you have any questions, please contact George Rouman at (989) 773-3435.



Community and Economic Development Department  
2010 S. Lincoln Rd.  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 232

<b>TO:</b> Economic Development Authority Board	<b>DATE:</b> November 10, 2020
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	
<b>SUBJECT:</b> Update on the “kickoff” of the project to update the East and West DDA Development Plans and Tax Increment Financing Plans.	

Our consultant, CIB Planning, Inc., has begun work on the project to update the East and West DDA Development Plans and Tax Increment Financing Plans. They are in the process of collecting information and preparing for a “kickoff” of the project with the EDA Board. This project will be moving forward quickly as we move into the new year.

#### **ANTICIPATED PROJECT SCHEDULE FOR DECEMBER AND JANUARY**

The following is an outline of the anticipated plan for these upcoming meetings:

**December 15, 2020 (4:30pm via Zoom).** A kick-off meeting will be held with consultant, which will include a question and answer session and an update from related to the consultant’s initial work to begin the project. The consultant will also facilitate a discussion with the Board about tax increment financing (TIF) and the various options for use of TIF revenues.

**January 19, 2020 (4:30pm via Zoom).** The consultant will facilitate a discussion of goals and objectives for the DDA Districts, review potential projects in the DDA Districts, and discuss possible questions to include on a survey of business and property owners in each District.

From the consultant: *“Based upon feedback at the January meeting, we will also prepare a list of sample survey questions. It is important to gain public feedback on items the Board and staff have questions about. The survey is also a great way for the EDA Board to gain public exposure while building support for the amended plans.”*

**“During the first quarter of 2021** we will discuss goals and objectives for the Districts, present a summary of key findings from the existing conditions review, undertake a review of potential boundary changes based upon the above information, and create an updated projects list.”

Please make sure to reserve the time to attend our upcoming December, January, and February regular meetings, as they will provide important opportunities for you to give initial feedback and guidance to the consultant and to get this essential update project off to a good start.

# Union Township Economic Development Authority

## TIF Training Session



# Union Township Economic Development Authority (EDA)

## TAX INCREMENT FINANCING (TIF)



December 15, 2020

Presented by CIB Planning, Inc.

# Tax Increment Financing (TIF)

## TIF = Tax Increment Financing

- Types of Tax Increment Financing Authorities:
  - ✓ Downtown Development Authorities (DDA) TIF – P.A. 57 of 2018 allows DDAs to capture local property taxes to pay for expenses within defined district(s).
  - ✓ Brownfield TIF – P.A. 381 of 1996 allows Brownfield Redevelopment Authorities (BRAs) to capture state and local property taxes to pay for eligible activity costs related to specific Brownfield site(s)/projects.
  - ✓ Corridor Improvement Authority (CIA) TIF – P.A. 280 of 2005 allows CIAs to capture local property taxes to fund improvements in commercial corridors outside of their main commercial or downtown areas.
  - ✓ Local Development Financing Act, Historic Neighborhood TIFA, others...



# Creating & Adopting a DDA Plan

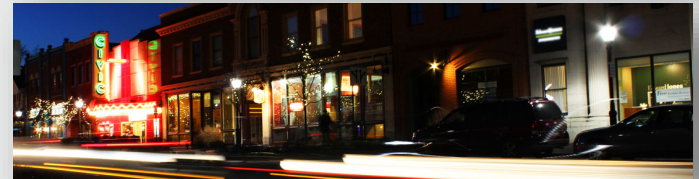
- Development Plan
- Tax Increment Finance Plan



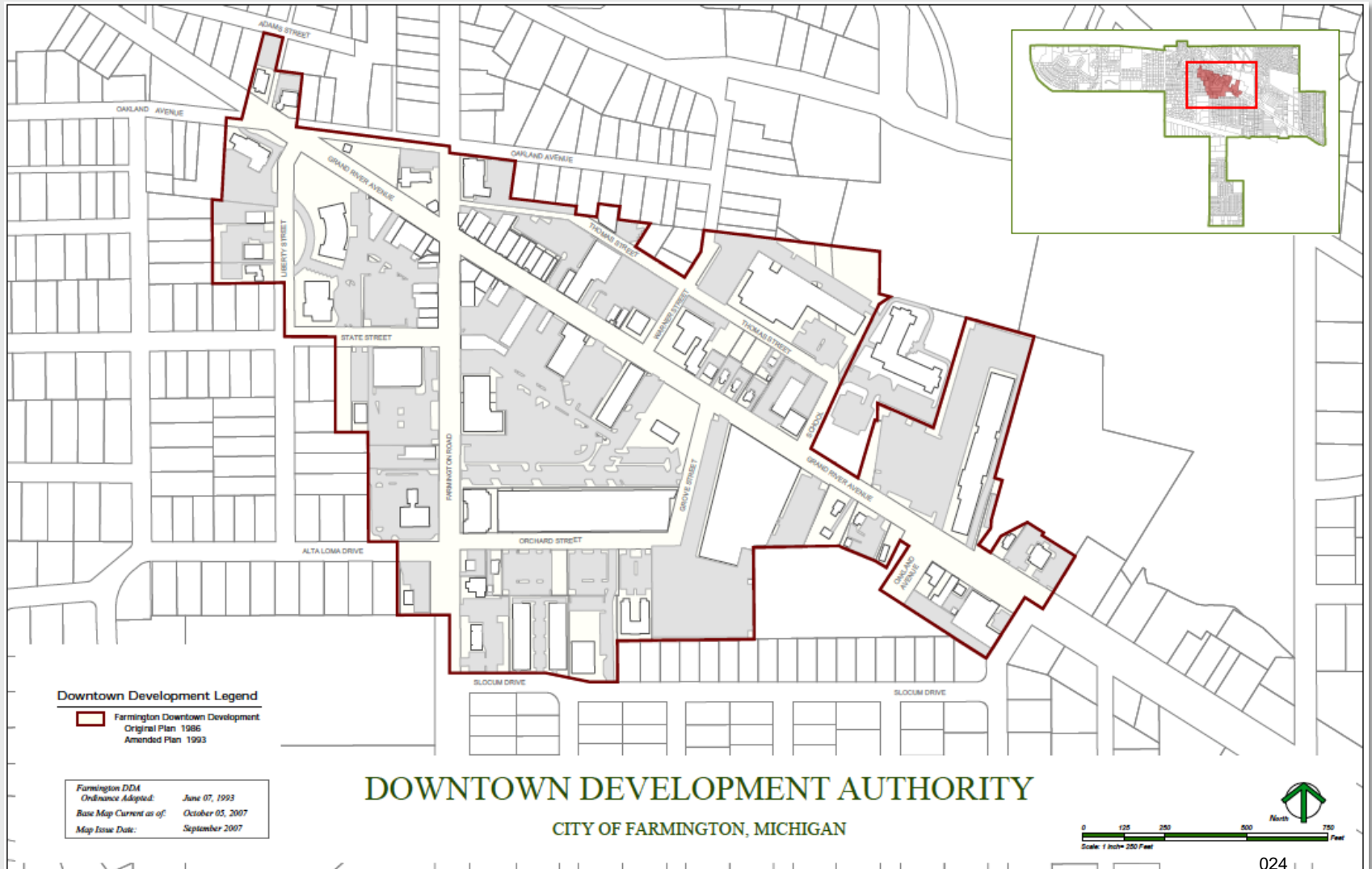


# Purpose of the Development Plan

- ❑ Define DDA boundaries
- ❑ Establish a need for improvement
- ❑ Engage the public and stakeholders
- ❑ Develop a Vision for the DDA District



# Sample District Boundary



# Purpose of the Development Plan

- Identify improvements within the district that will catalyze redevelopment
- Develop project lists to guide investment of Tax Increment Financing (TIF) revenue

**Table 1**  
Estimated Cost of Improvements and Implementation Schedule

CAPITAL PROJECTS & INITIATIVES	Near Term (3 Years or Less)	Mid Term (4 - 10 Years)	Long Term More Than 10 Years)
<b>Downtown Parking Projects</b>	575,000		
Develop Consolidated Parking Lots	150,000		
On-Street Parking (Thomas Street)			5,148,000
Parking Structure (220 Cars)			
<b>Streetscape and Gateway Projects</b>			
Grand River (Farmington Road to Grove 1,122 LF)	1,500,000		
Farmington Road (Grand River to Slocum 1,445 LF)		1,945,350	
Grand River (grove to Mayfield 1,155 LF)		1,559,250	
Grand River (Farmington to Oakland 750 LF)		1,015,200	
<b>Public Spaces, Plazas, and Facilities</b>			
Grand River Avenue and Farmington Road - Masonic Corner		425,000	
Shiawassee Park Connector	350,000		
Farmington Pavilion and Riley Park Site Improvements	45,000		
<b>District-Wide Infrastructure and Improvements</b>			
Walkability Improvements		200,000	
Infrastructure to assist Private Development Projects	PROJECT BASIS	PROJECT BASIS	PROJECT BASIS
Wayfinding and Signage	75,000		
<b>Initiatives and Incentives</b>			
Redevelopment Incentives	PROJECT BASIS	PROJECT BASIS	PROJECT BASIS
Land Banking for Redevelopment	60,000	140,000	200,000
Establish a Business Incubator		500,000	
<b>Timeframe Total</b>	<b>2,755,000</b>	<b>5,784,800</b>	<b>5,348,000</b>
<b>Total - Capital Improvements</b>	<b>13,887,800</b>		

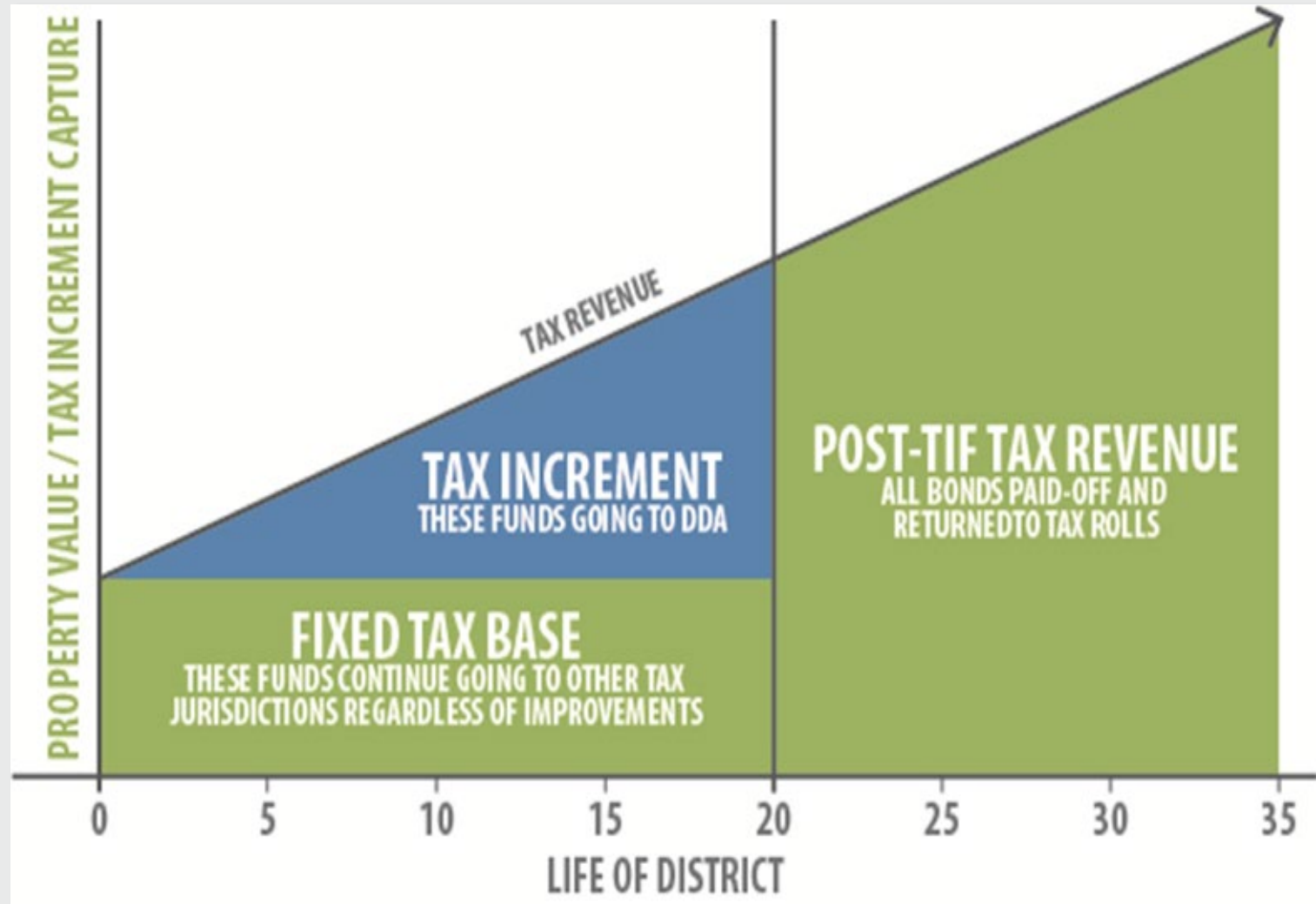
# Purpose of TIF Plan

- Explain the purpose and meaning of tax increment financing
- Provide tables explaining tax capture for Farmington
- Show how taxable value will increase
- Show how captured tax increment will grow over time

# Purpose of TIF Plan

- Show how captured tax increment will be used:  
Project list and associated tools
- Which taxing jurisdictions will be captured
- The term for capturing taxes
- Properties included in the District

# How Tax Capture Works



# BASIC TIF FACTS

## □ Capture:

- ▣ Captures both real and personal property tax
- ▣ May not capture school debt millages
- ▣ May capture debt millage from others

## □ Expenditures:

- ▣ Must be spent within district boundary (except for some infrastructure)
- ▣ Maximum 80% of annual revenues can be pledged to repay bonds

# TAX INCREMENT FINANCE PLAN

- DDA can “capture” increased taxes resulting from rising property values
  - ▣ Existing taxes will continue going to taxing jurisdictions
  - ▣ Future increases will go to DDA
- Capture will increase faster when redevelopment occurs
- City can bond for improvements using reliable income from the TIF, but Council must approve

Fiscal Year July-June	Tax Roll Assessment Date	Initial Base Valuation	Real Property Taxable Valuation Note 1	Captured Valuation	Initial Base Valuation	Personal Property Taxable Valuation 0.25%	Captured Valuation	Aggregate Captured Valuation
2008 - 9	12-31-07	\$ 7,860,800	\$ 25,282,680	\$ 17,421,880	\$ 1,109,450	\$ 2,216,480	\$ 1,107,030	\$ 18,528,910
2009 - 10	12-31-08	\$ 7,860,800	\$ 25,282,680	\$ 17,421,880	\$ 1,109,450	\$ 2,222,021	\$ 1,112,571	\$ 18,534,451
2010 - 11	12-31-09	\$ 7,860,800	\$ 25,282,680	\$ 17,421,880	\$ 1,109,450	\$ 2,227,576	\$ 1,118,126	\$ 18,540,006
2011 - 12	12-31-10	\$ 7,860,800	\$ 25,282,680	\$ 17,421,880	\$ 1,109,450	\$ 2,233,145	\$ 1,123,695	\$ 18,545,575
2012 - 13	12-31-11	\$ 7,860,800	\$ 25,282,680	\$ 17,421,880	\$ 1,109,450	\$ 2,238,728	\$ 1,129,278	\$ 18,551,158
2013 - 14	12-31-12	\$ 7,860,800	\$ 25,282,680	\$ 17,421,880	\$ 1,109,450	\$ 2,244,325	\$ 1,134,875	\$ 18,556,755
2014 - 15	12-31-13	\$ 7,860,800	\$ 25,535,507	\$ 17,674,707	\$ 1,109,450	\$ 2,249,936	\$ 1,140,486	\$ 18,815,192
2015 - 16	12-31-14	\$ 7,860,800	\$ 25,790,862	\$ 17,930,062	\$ 1,109,450	\$ 2,255,561	\$ 1,146,111	\$ 19,076,172
2016 - 17	12-31-15	\$ 7,860,800	\$ 26,048,770	\$ 18,187,970	\$ 1,109,450	\$ 2,261,199	\$ 1,151,749	\$ 19,339,720
2017 - 18	12-31-16	\$ 7,860,800	\$ 26,309,258	\$ 18,448,458	\$ 1,109,450	\$ 2,266,852	\$ 1,157,402	\$ 19,605,861
2018 - 19	12-31-17	\$ 7,860,800	\$ 26,572,351	\$ 18,711,551	\$ 1,109,450	\$ 2,272,520	\$ 1,163,070	\$ 19,874,620
2019 - 20	12-31-18	\$ 7,860,800	\$ 26,838,074	\$ 18,977,274	\$ 1,109,450	\$ 2,278,201	\$ 1,168,751	\$ 20,146,025
2020 - 21	12-31-19	\$ 7,860,800	\$ 27,374,836	\$ 19,514,036	\$ 1,109,450	\$ 2,283,896	\$ 1,174,446	\$ 20,688,482
2021 - 22	12-31-20	\$ 7,860,800	\$ 27,922,332	\$ 20,061,532	\$ 1,109,450	\$ 2,289,606	\$ 1,180,156	\$ 21,241,689
2022 - 23	12-31-21	\$ 7,860,800	\$ 28,480,779	\$ 20,619,979	\$ 1,109,450	\$ 2,295,330	\$ 1,185,880	\$ 21,805,859
2023 - 24	12-31-22	\$ 7,860,800	\$ 29,050,395	\$ 21,189,595	\$ 1,109,450	\$ 2,301,068	\$ 1,191,618	\$ 22,381,213
2024 - 25	12-31-23	\$ 7,860,800	\$ 29,631,403	\$ 21,770,603	\$ 1,109,450	\$ 2,306,821	\$ 1,197,371	\$ 22,967,974
2025 - 26	12-31-24	\$ 7,860,800	\$ 30,224,031	\$ 22,363,231	\$ 1,109,450	\$ 2,312,588	\$ 1,203,138	\$ 23,566,369
2026 - 27	12-31-25	\$ 7,860,800	\$ 30,828,511	\$ 22,967,711	\$ 1,109,450	\$ 2,318,370	\$ 1,208,920	\$ 24,176,631
2027 - 28	12-31-26	\$ 7,860,800	\$ 31,445,081	\$ 23,584,281	\$ 1,109,450	\$ 2,324,166	\$ 1,214,716	\$ 24,798,997
2028 - 29	12-31-27	\$ 7,860,800	\$ 32,073,983	\$ 24,213,183	\$ 1,109,450	\$ 2,329,976	\$ 1,220,526	\$ 25,433,709
2029 - 30	12-31-28	\$ 7,860,800	\$ 32,715,463	\$ 24,854,663	\$ 1,109,450	\$ 2,335,801	\$ 1,226,351	\$ 26,081,014
2030 - 31	12-31-29	\$ 7,860,800	\$ 33,369,772	\$ 25,508,972	\$ 1,109,450	\$ 2,341,640	\$ 1,232,190	\$ 26,741,162
2031 - 32	12-31-30	\$ 7,860,800	\$ 34,037,167	\$ 26,176,367	\$ 1,109,450	\$ 2,347,495	\$ 1,238,045	\$ 27,414,412
2032 - 33	12-31-31	\$ 7,860,800	\$ 34,717,911	\$ 26,857,111	\$ 1,109,450	\$ 2,353,363	\$ 1,243,913	\$ 28,101,024
2033 - 34	12-31-32	\$ 7,860,800	\$ 35,412,269	\$ 27,551,469	\$ 1,109,450	\$ 2,359,247	\$ 1,249,797	\$ 28,801,266
2034 - 35	12-31-33	\$ 7,860,800	\$ 36,120,514	\$ 28,259,714	\$ 1,109,450	\$ 2,365,145	\$ 1,255,695	\$ 29,515,409
2035 - 36	12-31-34	\$ 7,860,800	\$ 36,842,925	\$ 28,982,125	\$ 1,109,450	\$ 2,371,058	\$ 1,261,608	\$ 30,243,732
2036 - 37	12-31-35	\$ 7,860,800	\$ 37,579,783	\$ 29,718,983	\$ 1,109,450	\$ 2,376,985	\$ 1,267,535	\$ 30,986,519
2037 - 38	12-31-36	\$ 7,860,800	\$ 38,331,379	\$ 30,470,579	\$ 1,109,450	\$ 2,382,928	\$ 1,273,478	\$ 31,744,057
2038 - 39	12-31-37	\$ 7,860,800	\$ 39,098,006	\$ 31,237,206	\$ 1,109,450	\$ 2,388,885	\$ 1,279,435	\$ 32,516,642



# Using Project-Specific TIF Capture as a Tool

- Most DDA Plans are District-wide and use funding for public improvements
- Can be project-specific
- Communities can rebate increment back to developer to close feasibility “gap”
- Developer borrows money against rebate
- Money is not paid until taxes are paid

# Evaluating Project-Specific Requests

- Will be available to all applicants
- Must have application and review procedures
- Need evaluation criteria to determine the amount and duration of tax capture rebate
- Prioritize projects
- Use a development agreement





Questions?