

**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 January 19, 2021 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=MDlGM3pQZDN2U0NlYVZFmGIHMk5TUT09> (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 1/19/2021 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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<https://us02web.zoom.us/j/81144214764?pwd=MDIGM3pQZDN2U0NIYVZFMGIHMk5TUT09>

(Meeting ID: “811 4421 4764” Passcode “896944”).

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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
Tuesday January 19, 2021
4:30 p.m.**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - December 15, 2020 Regular Meeting
5. PRESENTATIONS
6. PUBLIC COMMENT
7. REPORTS
 - A. Accounts payable Approval – December
East DDA District #248 – Check Register
West DDA District #250 – Check Register
 - B. December Financial Reports: Income / Expense Statement; Balance Sheet
East DDA District #248
West DDA District #250
 - C. Board Member Matrix
8. NEW BUSINESS
9. PENDING BUSINESS
 - A. East & West DDA Districts Development /Tax Increment Financing Plans Update – Project
Consultant: CIB Planning, Inc
 1. Identification of potential questions to include on a survey of business and property owners
 - in the East DDA District
 - in the West DDA District
 2. Discussion of goals, objectives, and potential projects for the DDA Districts

10. DIRECTOR COMMENTS

11. ADJOURNMENT

Next regularly scheduled meeting Tuesday, February 16, 2021

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular – Electronic Board Meeting
Tuesday December 15, 2020**

MINUTES

A regular – electronic meeting of the Charter Township of Union Economic Development Authority was held on December 15, 2020 at 4:30 p.m. as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 4:35 p.m.

ROLL CALL

Present: Figg – Mt. Pleasant Michigan, Isabella County, Chowdhary – Mt. Pleasant, Michigan, Coyne – Union Township, Bacon – Union Township, Kequom – Union Township, Mielke – Union Township, Isabella County, Michigan

Excused: Johnson, Hunter, Smith

Absent: Zalud, Barz

Others Present: Rodney Nanney – Community & Economic Development Director, Amy Peak – Building Department Clerk, Sherrie Teall – Finance Director, Mark Stuhldreher – Township Manager, George Rouman – Art Reach, Carmine Avantini – CIB Planning, Justin Sprague – CIB Planning, Elena Moeller-Younger – CIB Planning

APPROVAL OF AGENDA

MOTION by **Figg** SUPPORTED by **Chowdhary** to APPROVE the agenda as presented. **MOTION CARRIED 6-0.**

APPROVAL OF MINUTES

MOTION by **Figg** SUPPORTED by **Coyne** to APPROVE minutes from the November 17, 2020 regular meeting as presented.

MOTION CARRIED 6-0.

PRESENTATIONS - None

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 **Coyne** SUPPORTED by **Figg** to APPROVE the East DDA payables 11/18/2020 – 12/15/2020 in the amount of \$19,794.29 as presented. **MOTION CARRIED 6 – 0.**

No payables for the West DDA

Finance Director Sherrie Teall reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chair Kequom

NEW BUSINESS

- A. RFBA: **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.**
George Rouman with Art Reach gave an overview of the Festival of Banners event. Discussion held.

MOTION by Bacon SUPPORT by Coyne 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.
6 -YES, 0 – NO, 5 – ABSENT. MOTION CARRIED.

- B. Community & Economic Development Director - Rodney Nanney introduced Carmen Avantini & Justin Sprague with CIB Planning for the “kickoff” of the East & West DDA Districts Development /Tax Increment Financing Plans and Tax Increment Financing Training. Discussion held.

PENDING BUSINESS – None

DIRECTOR COMMENTS:

- Update on Holiday Lighting on Pickard.
- Homework for the holidays, regarding the survey, is to think about what you would like to know from our businesses and property owners in each of our EDA districts.
- Reminder of next EDA meeting January 19, 2021 at 4:30 p.m.

GENERAL DISCUSSION:

- Light fixture shrouds by the water park are loose and need attention and a couple of lights are out. Rodney will be reaching out to Block Electric to take care of this.
- Light fixtures at the overpass not working.
- Figg recognized Rodney Nanney for being watchful of the lighting repairs going on at the overpass on Pickard.
- Mielke stated he is happy to be back on the EDA.

Meeting adjourned by Chair Kequom at 5:56 p.m.

APPROVED BY

(Recorded by Amy Peak)

Chair Kequom

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
12/30/2020	248	67 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	196.39
					2027 FLORENCE	259.33
					4923 E PICKARD	276.46
					4675 E PICKARD	233.44
					4592 E PICKARD STE B	29.51
					4592 E PICKARD STE A	273.08
					5771 E PICKARD STE B	29.51
					5771 E PICKARD STE A	451.10
					5770 E PICKARD STE B	29.38
					5770 E PICKARD STE A	458.82
					5325 E PICKARD	186.07
					2029 2ND ST	153.94
					5157 E PICKARD STE B	29.38
					5157 E PICKARD STE A	206.36
					4900 E PICKARD	231.00
						<u>3,043.77</u>
01/15/2021	248	68 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	194.58
					2027 FLORENCE	248.89
					4923 E PICKARD	295.29
					4675 E PICKARD	255.77
					4592 E PICKARD STE B	29.85
					4592 E PICKARD STE A	264.80
					5771 E PICKARD STE B	29.85
					5771 E PICKARD STE A	484.09
					5770 E PICKARD STE B	29.70
					5770 E PICKARD STE A	464.33
					5325 E PICKARD	181.09
					2029 2ND ST	177.08
					5157 E PICKARD STE B	29.55
					5157 E PICKARD STE A	215.19
					4900 E PICKARD	253.69
						<u>3,153.75</u>
01/19/2021	248	4189	01203	ART REACH OF MID MICHIGAN	NEW BANNERS FOR 2021	4,500.00
01/19/2021	248	4190	00072	BLOCK ELECTRIC	REPLACE FUSES TO LIGHTING ON PICKARD	384.04
01/19/2021	248	4191	01724	CIB PLANNING	DEVELOPMENT & TIF PLAN UPDATE	1,885.75
01/19/2021	248	4192	00450	M M I	PARK BENCH/GROUND MAINT-DEC 2020	406.50

248 TOTALS:

Total of 6 Disbursements:

13,373.81

01/13/2021 12:51 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 12/16/2020 - 01/19/2021

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
01/19/2021	250	245	01724	CIB PLANNING	WDDA DEVELOPMENT & TIF PLAN UPDATE	<u>1,885.75</u>
250 TOTALS:						
Total of 1 Checks:						1,885.75
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						<u>1,885.75</u>

PERIOD ENDING 12/31/2020

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	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	23,801.02		18,000.00	18,000.00		18,815.27	104.53
248-000-671.000	OTHER REVENUE	12,734.89		100.00	100.00		158.72	158.72
Total Dept 000 - NONE		504,905.80		504,650.00	511,650.00		516,379.93	100.92
TOTAL REVENUES		504,905.80		504,650.00	511,650.00		516,379.93	100.92
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	10,611.82		9,800.00	12,800.00		10,574.25	82.61
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	10,100.00		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	34,076.99		30,000.00	34,000.00		33,244.34	97.78
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	18,958.16		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	15,686.45		14,200.00	15,000.00		9,109.80	60.73
248-000-920.000	ELECTRIC/NATURAL GAS	10,763.48		12,000.00	12,000.00		11,586.89	96.56
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		84.96	169.92
248-000-967.000	PROJECTS	44,479.25		0.00	0.00		0.00	0.00
Total Dept 000 - NONE		193,434.95		144,000.00	151,800.00		122,120.75	80.45
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								
248-728-967.200	WATER SYSTEM PROJECTS	3,996.88		0.00	0.00		0.00	0.00
248-728-967.300	SEWER SYSTEM PROJECTS	7,951.87		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		11,948.75		267,260.00	0.00		0.00	0.00
TOTAL EXPENDITURES		271,694.70		477,260.00	221,800.00		192,604.79	86.84

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	YTD BALANCE		2020		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2020 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Fund 248 - EAST DDA FUND:								
TOTAL REVENUES		504,905.80		504,650.00	511,650.00	516,379.93		100.92
TOTAL EXPENDITURES		271,694.70		477,260.00	221,800.00	192,604.79		86.84
NET OF REVENUES & EXPENDITURES		233,211.10		27,390.00	289,850.00	323,775.14		111.70

User: SHERRIE

DB: Union

PERIOD ENDING 12/31/2020

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)	0.00	0.00		0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	1,538.94		200.00	200.00	574.14		287.07
250-000-445.000	INTEREST ON TAXES	284.23		250.00	250.00	162.66		65.06
250-000-665.000	INTEREST EARNED	22,468.26		14,000.00	14,000.00	14,062.62		100.45
Total Dept 000 - NONE		328,902.74		330,450.00	334,450.00	337,141.99		100.80
TOTAL REVENUES		328,902.74		330,450.00	334,450.00	337,141.99		100.80
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	5,115.63		4,200.00	7,200.00	5,487.07		76.21
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	10,487.07		85.96
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	107,209.74		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		107,209.74		70,000.00	83,600.00	73,533.91		87.96
TOTAL EXPENDITURES		323,770.51		453,200.00	147,800.00	136,088.66		92.08
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		328,902.74		330,450.00	334,450.00	337,141.99		100.80
TOTAL EXPENDITURES		323,770.51		453,200.00	147,800.00	136,088.66		92.08
NET OF REVENUES & EXPENDITURES		5,132.23		(122,750.00)	186,650.00	201,053.33		107.72
TOTAL REVENUES - ALL FUNDS								
TOTAL REVENUES - ALL FUNDS		833,808.54		835,100.00	846,100.00	853,521.92		100.88
TOTAL EXPENDITURES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		595,465.21		930,460.00	369,600.00	328,693.45		88.93
NET OF REVENUES & EXPENDITURES		238,343.33		(95,360.00)	476,500.00	524,828.47		110.14

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	892.34
248-000-002.000	SAVINGS	849,688.20
248-000-003.001	CERTIFICATE OF DEPOSIT	832,892.64
248-000-123.000	PREPAID EXPENSES	1,391.61
Total Assets		1,684,864.79
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	2,676.29
Total Liabilities		2,676.29
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,358,413.36
Total Fund Balance		1,358,413.36
Beginning Fund Balance		1,358,413.36
Net of Revenues VS Expenditures		323,775.14
Ending Fund Balance		1,682,188.50
Total Liabilities And Fund Balance		1,684,864.79

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	851.82
250-000-002.000	SAVINGS	277,974.32
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	945,256.19
Total Assets		1,224,136.03
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	1,885.75
Total Liabilities		1,885.75
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,021,196.95
Total Fund Balance		1,021,196.95
Beginning Fund Balance		1,021,196.95
Net of Revenues VS Expenditures		201,053.33
Ending Fund Balance		1,222,250.28
Total Liabilities And Fund Balance		1,224,136.03

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2024
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	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	Bryan	Mielke	11/2024
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	11/20/2024
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
Mid Michigan Aquatic Recreational Authority (2 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - City of Mt. Pleasant	John	Zang	12/31/2023
2 - City of Mt. Pleasant	Judith	Wagley	12/31/2022
1 -Union Township	Stan	Shingles	12/31/2023
2 - Union Township	Allison	Chiodini	12/31/2022
At Large			
At Large			

MEMO

Date: January 14, 2021

To: Union Township Economic Development Authority Board Members

From: CIB Planning, Consultant

Subject: Business community survey for East and West Districts

On behalf of CIB Planning, I am writing to update the EDA board members about the status of the Union Township East and West DDA District survey to the business community in those districts. **The survey question and answer selections are attached herein for discussion** during the scheduled EDA board meeting on Tuesday, January 19 at 4:30.

The following are items for discussion:

- 1. Discuss project list with the board members—differentiating East and West projects.**
- 2. Discuss methods of survey timing, dissemination, completion goal.**
 - Website post
 - No current township social media – other organizations may share on their social media
 - No direct email lists available at this time
 - Direct mail – postcard with link, QR code, and directions?
 - Direct mail – send survey and allow for drop off in Twp. Hall drop box?
 - Ask the Mt. Pleasant Area Chamber of Commerce to send 2 emails with links to members and we provide language (launch and reminder emails).
 - Send a press release with survey links to The Morning Sun newspaper (<https://www.themorningsun.com/>)
 - What is the completion rate range we would be happy with?

**West DDA survey questions would remain the same until project-related questions at the end (Would you be willing to consider different land uses...)*

The Economic Development Authority aims to increase engagement of business owners in each Downtown Development Authority District (DDA East and West) to provide the leadership of taxing jurisdictions to obtain input and facilitate meaningful interactions within the business community. We need your feedback on your communication preferences and proposed projects. Please provide your insight in the short survey below. Your feedback will be used as the EDA implements future economic development initiatives.

1. Are you a business owner or principal within Union Township East DDA District? (see map for location reference).

- Yes
- No

2. If yes, the Economic Development Authority would like to be able to provide occasional updates about economic development opportunities and events. Please provide the following contact information:

- Name
- Address
- Phone
- Email

3. Please mark any of the following methods of communication from Union Township that you have interacted with in the past year.

- Attendance at a public meeting
- Public Access TV (MAC TV) Direct Mail (letter, post card)
- Phone Call
- Public notice in the newspaper
- The Township’s YouTube Channel for Video on Demand
- Email
- Website (www.uniontownshipmi.com)

4. Please rank the following Union Township EDA methods of communication. One (1) being your least favorite and ten (10) being your most favorite means of communication.

- Attendance at a public meeting via Zoom
- Public Access TV (MAC TV)
- Email
- Website (uniontownshipmi.com)
- Phone Call
- Social Media (Facebook, Twitter, Instagram, LinkedIn, etc.)
- Text Message
- Video/YouTube
- Direct Mail (letter, post card)
- Other comments

**West DDA survey questions would remain the same until project-related questions at the end (Would you be willing to consider different land uses...)*

5. Please choose the top three (3) channels of communication that would make you more likely to engage with Union Township.

- I receive a personal email
- I receive a letter in the mail
- I receive an invite to a Facebook group
- I see a video on YouTube
- I read it on the Website (uniontownshipmi.com)
- Someone from the Township EDA calls me
- Someone from the Township EDA visits me at my business
- Other (please specify)

6. Please select any of the following Social Media sites where you have an account.

- Facebook
- YouTube
- Instagram
- LinkedIn
- Twitter
- Snap Chat
- Parler
- I don't do social media but would like to
- I don't do social media and don't plan to
- Other (please specify)

7. Would you like to receive text or email message reminders from Union Township about news or upcoming events?

- Yes, but only if I opt in
- Yes
- Maybe
- No

8. If yes or maybe, how often would be appropriate?

- Once every two weeks
- Once a month
- Once a quarter
- Once a year

9. Looking over the horizon just a bit, what do you see as the most important local issue or concern for your business or industry over the next 3 -5 years? (open ended)

**West DDA survey questions would remain the same until project-related questions at the end (Would you be willing to consider different land uses...)*

10. The Economic Development Authority is examining the following thirteen key topics. Please indicate their importance to you. (1=Very Important, 2=Fairly Important, 3= Neutral, 4=Fairly Unimportant, 5=Very Unimportant)

- Entertainment opportunities
- Recreational resources
- Non-motorized transportation facilities (e.g. bicycle lanes, paved paths)
- Community and cultural events
- Employment Opportunities
- The Township's overall appearance
- Shopping opportunities
- Public transportation
- Public Services
- Sense of community
- Sense of safety
- Road quality
- Housing choices

11. With the decrease in retailers as a result of on-line shopping, we may see less demand for traditional retail buildings along Pickard Road in the East DDA District. Would you be willing to consider different land uses along Pickard Road, such as light industrial or research and development, if they are located in high-quality buildings with no outdoor storage?

- Yes
- No
- Maybe

12. Would you be in support of a project for the East District that would undertake shared marketing efforts to raise awareness of the area and attract more investors, developers, and visitors?

- Yes
- No
- Maybe

13. Would you be in support of allocating DDA funding towards the improvement of and promotion for businesses in the East District through activities such as creating shared operating hours and hosting business-focused events?

- Yes
- No
- Maybe

ADDITIONAL QUESTIONS OR TOPICS FOR THE SURVEY? _____

