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 April 20, 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=MDlGM3pQZDN2U0NIYVZFMGlHMk5TUT09** (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 4/20/2021 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

The Charter Township of Union Economic Development Authority will conduct their regularly scheduled April 20, 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).

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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.

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 April 20, 2021
4:30 p.m.

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES
- March 16, 2021 Regular Meeting

5. PRESENTATIONS

6. PUBLIC COMMENT

7. REPORTS

A. Accounts payable Approval – March
East DDA District #248 – Check Register
West DDA District #250 – Check Register

B. March Financial Reports: Income / Expense Statement; Balance Sheet
East DDA District #248
West DDA District #250

C. Board Member Matrix

8. NEW BUSINESS

A. RFBA – ROWE Civil Engineering Services Agreement for the E. Remus Rd. Sidewalk Construction Engineering Project
- Introduction by staff
- Deliberation and Action

B. Consumers Energy City Gate site – Discussion of potential welcome signage at S. Summerton Rd. and M – 20

9. PENDING BUSINESS

A. East & West DDA Districts Development / Tax Increment Financing Plans Update
   - East DDA District – discussion of proposed expansion areas
   - Summary of 3/16/2021 SWOT (strengths, weaknesses, opportunities, and threats) session

10. DIRECTOR COMMENTS

A. M – 20 Reconstruction Project update
B. Approved EDA Bylaws

11. ADJOURNMENT

Next regularly scheduled meeting Tuesday, May 18, 2021

Charter Township of Union
Economic Development Authority Board (EDA)
Regular – Electronic Board Meeting
Tuesday, March 16, 2021

MINUTES

A regular – electronic meeting of the Charter Township of Union Economic Development Authority was held on March 16, 2021 at 4:30 p.m. as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 4:32 p.m.

ROLL CALL

Present: Kequom – Union Township, Isabella County, Mielke – Union Township, Isabella County, Michigan, Figg – Union Township, Isabella County, Barz – Union Township, Isabella County, Sweet – Union Township, Isabella County, Chowdhary – Union Township, Isabella County, Michigan, Coyne – Union Township, Isabella County
Excused:
Absent: Bacon, Hunter, Zalud

Others Present: Rodney Nanney – Community & Economic Development Director, Amy Peak – Building Department Clerk, Sherrie Teall – Finance Director, Elena Moeller-Younger – CIB Planning, Justin Sprague – CIB Planning
Jeff Harrison – Burch Tank & Truck, Jeff Hurand – Starbucks Center, Chris Rowley – Visitors Bureau, Brian Rush – Fisher Company

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

MOTION by **Barz** SUPPORTED by **Figg** to APPROVE minutes from the February 16, 2021 regular meeting as presented. **MOTION CARRIED 7-0.**

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 **Figg** SUPPORTED by **Coyne** to APPROVE the East DDA payables 2/17/21 – 3/16/21 in the amount of $9,665.84 as presented. **MOTION CARRIED 7-0.**

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

MOTION by **Figg** SUPPORTED by **Chowdhary** to APPROVE the West DDA payables 2/17/21 – 3/16/21 in the amount of $4,429.00 as presented. **MOTION CARRIED 7-0.**

Finance Director Sherrie Teall reviewed financial reports.

Finance Director Sherrie Teall reviewed Projects Budgeted for 2021.

Financial reports were RECEIVED AND FILED by Chair Kequom

NEW BUSINESS

A. **RFBA: To approve the new three-year service agreement with Hometown Decoration and Display, LLC to provide holiday decorations, display equipment, material, and installation along E. Pickard Road in the East DDA District, subject to annual appropriation; to authorize the power cord replacement option at a one-time additional cost in 2021 of $1,960.00; and to authorize Township Manager Mark Stuhldreher to sign the service agreement.**

Community and Economic Development Direct – Rodney Nanney reviewed RFBA. Discussion held.

MOTION by **Barz** SUPPORTED by **Sweet** to approve the new three-year service agreement with Hometown Decoration and Display, LLC to provide holiday decorations. Display equipment, materials, and installation along E. Pickard Road in the East DDA District, subject to annual appropriation; to authorize the power cord replacement option at a one-time additional cost in 2021 of $1,960.00; and to authorize Township Manager Mark Stuhldreher to sign the service agreement. **7 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED.**

PENDING BUSINESS

A. **East & West DDA Districts Development / Tax Increment Financing plans update:** Community and Economic Development Director – Rodney Nanney turned the floor over to Elena Moeller-Younger and Justin Sprague with CIB Planning to work through the SWOT Session (Strengths, Weaknesses, Opportunities, and Threats) discussion with all meeting participants and to update the EDA Board on the next steps in the planning process. Many comments were received from the attendees and EDA Board members during the SWOT Session, which will be compiled by the consultant and presented to the EDA Board at a future meeting for consideration as part of the preparation of the updated plans.

B. RFBA: To adopt the updated EDA Board bylaws and rules of procedure, and to recommend final approval of these bylaws and rules of procedure to the Board of Trustees.
Community and Economic Development Director – Rodney Nanney reviewed RFBA. Discussion held.

MOTION by **Figg** SUPPORTED by **Chowdhary** to approve the updated EDA Board bylaws and rules of procedure, and to recommend final approval of these bylaws and rules of procedure to the Board of Trustees**. 6 – YES, 0 – NO, 4 – ABSENT. MOTION CARRIED.**

GENERAL DISCUSSION

- MDOT and future road improvements
- Figg thanked Rodney for progression with projects.

DIRECTOR COMMENTS

- Appreciation for the very productive discussion during the SWOT session.
- A rezoning application is under review for the parcel at 5048 E. Pickard Rd (W of Florence St.) The proposed change to unify the entire parcel under the B-7 zoning classification may help to facilitate further development of this parcel in the East DDA District.

Next EDA meeting to be held on April 20, 2021.
Meeting adjourned by Chair Kequom at 6:33p.m.

APPROVED BY

_____
Chair Kequom

(Recorded by Amy Peak)

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 03/17/2021 - 04/20/2021

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
03/18/2021	248	70(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	52.07
					2027 FLORENCE	34.82
					4923 E PICKARD	44.41
					4675 E PICKARD	41.81
					4592 E PICKARD STE B	29.75
					4592 E PICKARD STE A	44.99
					5771 E PICKARD STE B	29.75
					5771 E PICKARD STE A	79.25
					5770 E PICKARD STE B	29.60
					5770 E PICKARD STE A	68.16
					5325 E PICKARD	66.36
					2029 2ND ST	75.62
					5157 E PICKARD STE B	29.60
					5157 E PICKARD STE A	31.42
					4900 E PICKARD	35.38
						692.99
04/14/2021	248	71(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	50.29
					2027 FLORENCE	34.65
					4923 E PICKARD	40.88
					4675 E PICKARD	43.71
					4592 E PICKARD STE B	29.85
					4592 E PICKARD STE A	44.26
					5771 E PICKARD STE B	29.85
					5771 E PICKARD STE A	75.58
					5770 E PICKARD STE B	29.85
					5770 E PICKARD STE A	65.52
					5325 E PICKARD	63.59
					2029 2ND ST	73.10
					5157 E PICKARD STE B	29.70
					5157 E PICKARD	31.49
					4900 E PICKARD	35.11
						677.43
04/20/2021	248	4200	01724	CIB PLANNING	EDDA DEVELOPMENT PLAN UPDATE	2,774.00
04/20/2021	248	4201	00188	DOUG'S SMALL ENGINE	PLOW SIDEWALKS 2/27/21	700.00
04/20/2021	248	4202	00450	M M I	PARK BENCH GROUND MAINT - MARCH 2021	299.50
04/20/2021	248	4203	00907	MID MICHIGAN CABLE CONSORTIUM	2021 VIDEO RECORDING CONTRACT-EDA MEETIN	367.50
248 TOTALS:						
Total of 6 Disbursements:						5,511.42

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 03/17/2021 - 04/20/2021

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
04/20/2021	250	248	01724	CIB PLANNING	WDDA DEVELOPMENT PLAN UPDATE	2,774.00
04/20/2021	250	249	00907	MID MICHIGAN CABLE CONSORTIUM	2021 VIDEO RECORDING CONTRACT-EDA MEETIN	367.50

250 TOTALS:

Total of 2 Checks:	3,141.50
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	3,141.50

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - EAST DDA FUND						
Revenues						
Dept 000 - NONE						
248-000-402.000	CURRENT PROPERTY TAX	0.00	458,000.00	458,000.00	0.00	0.00
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	0.00	300.00	300.00	0.00	0.00
248-000-445.000	INTEREST ON TAXES	0.00	500.00	500.00	0.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	0.00	63,000.00	63,000.00	0.00	0.00
248-000-665.000	INTEREST EARNED	5,680.84	6,700.00	6,700.00	1,912.51	28.54
248-000-671.000	OTHER REVENUE	30.60	100.00	100.00	0.00	0.00
Total Dept 000 - NONE		5,711.44	524,350.00	524,350.00	1,912.51	0.36
TOTAL REVENUES		5,711.44	524,350.00	524,350.00	1,912.51	0.36
Expenditures						
Dept 000 - NONE						
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,398.50	82,500.00	82,500.00	8,116.00	9.84
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00	11,000.00	11,000.00	0.00	0.00
248-000-801.003	SIDEWALK SNOWPLOWING	3,700.00	11,000.00	11,000.00	5,900.00	53.64
248-000-801.004	RIGHT OF WAY LAWN CARE	0.00	23,000.00	23,000.00	0.00	0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	436.45	35,000.00	35,000.00	86.84	0.25
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00	21,000.00	21,000.00	0.00	0.00
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	4,500.00	20,000.00	20,000.00	4,700.00	23.50
248-000-826.000	LEGAL FEES	0.00	500.00	500.00	0.00	0.00
248-000-880.000	COMMUNITY PROMOTION	0.00	10,000.00	10,000.00	0.00	0.00
248-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
248-000-900.000	PRINTING & PUBLISHING	0.00	250.00	250.00	0.00	0.00
248-000-915.000	MEMBERSHIP & DUES	0.00	260.00	260.00	0.00	0.00
248-000-917.000	WATER & SEWER CHARGES	0.00	16,000.00	16,000.00	0.00	0.00
248-000-920.000	ELECTRIC/NATURAL GAS	3,506.14	12,000.00	12,000.00	4,780.90	39.84
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,297.69	1,700.00	1,700.00	0.00	0.00
248-000-940.000	LEASE/RENT	0.00	700.00	700.00	0.00	0.00
248-000-955.000	MISC.	17.97	50.00	50.00	0.00	0.00
Total Dept 000 - NONE		16,856.75	284,960.00	284,960.00	23,583.74	8.28
Dept 336 - FIRE DEPARTMENT						
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00	105,100.00	105,100.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00	105,100.00	105,100.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT						
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	435,260.00	435,260.00	0.00	0.00
248-728-967.600	PARKS PROJECTS	0.00	117,000.00	221,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00	552,260.00	656,260.00	0.00	0.00
TOTAL EXPENDITURES		16,856.75	942,320.00	1,046,320.00	23,583.74	2.25

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - EAST DDA FUND						
Fund 248 - EAST DDA FUND:						
TOTAL REVENUES		5,711.44	524,350.00	524,350.00	1,912.51	0.36
TOTAL EXPENDITURES		16,856.75	942,320.00	1,046,320.00	23,583.74	2.25
NET OF REVENUES & EXPENDITURES		(11,145.31)	(417,970.00)	(521,970.00)	(21,671.23)	4.15

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - WEST DDA FUND						
Revenues						
Dept 000 - NONE						
250-000-402.000	CURRENT PROPERTY TAX	0.00	334,000.00	334,000.00	0.00	0.00
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	0.00	20.00	20.00	0.00	0.00
250-000-445.000	INTEREST ON TAXES	0.00	250.00	250.00	0.00	0.00
250-000-665.000	INTEREST EARNED	3,899.28	5,400.00	5,400.00	1,076.30	19.93
Total Dept 000 - NONE		3,899.28	335,670.00	335,670.00	1,076.30	0.32
TOTAL REVENUES		3,899.28	335,670.00	335,670.00	1,076.30	0.32
Expenditures						
Dept 000 - NONE						
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,867.50	54,200.00	54,200.00	7,570.50	13.97
250-000-880.000	COMMUNITY PROMOTION	0.00	5,000.00	5,000.00	0.00	0.00
250-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
250-000-915.000	MEMBERSHIP & DUES	0.00	260.00	260.00	0.00	0.00
250-000-967.400	STREET/ROAD PROJECTS	0.00	330,000.00	330,000.00	0.00	0.00
Total Dept 000 - NONE		2,867.50	429,460.00	429,460.00	7,570.50	1.76
Dept 336 - FIRE DEPARTMENT						
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00	59,000.00	59,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00	59,000.00	59,000.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT						
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00	250,000.00	250,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00	250,000.00	250,000.00	0.00	0.00
TOTAL EXPENDITURES		2,867.50	738,460.00	738,460.00	7,570.50	1.03
Fund 250 - WEST DDA FUND:						
TOTAL REVENUES		3,899.28	335,670.00	335,670.00	1,076.30	0.32
TOTAL EXPENDITURES		2,867.50	738,460.00	738,460.00	7,570.50	1.03
NET OF REVENUES & EXPENDITURES		1,031.78	(402,790.00)	(402,790.00)	(6,494.20)	1.61

BALANCE SHEET FOR CHARTER TOWNSHIP OF UNION
Period Ending 03/31/2021

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	7,376.98
248-000-002.000	SAVINGS	820,200.10
248-000-003.001	CERTIFICATE OF DEPOSIT	834,567.03
248-000-018.000	TAXES RECEIVABLE - WINTER TAX	76,485.08
248-000-084.703	DUE FROM CURRENT TAX FUND	390,232.34
248-000-123.000	PREPAID EXPENSES	1,391.61
	Total Assets	**2,130,253.14**
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	4,141.00
248-000-339.000	DEFERRED REVENUE	466,717.42
	Total Liabilities	**470,858.42**
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,358,413.36
	Total Fund Balance	**1,358,413.36**
	Beginning Fund Balance - 2020	**1,358,413.36**
	Net of Revenues VS Expenditures - 2020	**322,652.59**
	***2020 End FB/2021 Beg FB**	**1,681,065.95**
	Net of Revenues VS Expenditures - Current Year	**(21,671.23)**
	Ending Fund Balance	**1,659,394.72**
	Total Liabilities And Fund Balance	**2,130,253.14**

* Year Not Closed

BALANCE SHEET FOR CHARTER TOWNSHIP OF UNION
Period Ending 03/31/2021

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	4,537.07
250-000-002.000	SAVINGS	268,093.86
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	946,419.72
250-000-018.000	TAXES RECEIVABLE - WINTER TAX	121,440.78
250-000-084.703	DUE FROM CURRENT TAX FUND	220,576.23
	Total Assets	**1,561,121.36**
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	3,141.50
250-000-339.000	DEFERRED REVENUE	342,017.01
	Total Liabilities	**345,158.51**
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,021,196.95
	Total Fund Balance	**1,021,196.95**
	Beginning Fund Balance - 2020	**1,021,196.95**
	Net of Revenues VS Expenditures - 2020	**201,260.10**
	***2020 End FB/2021 Beg FB**	**1,222,457.05**
	Net of Revenues VS Expenditures - Current Year	**(6,494.20)**
	Ending Fund Balance	**1,215,962.85**
	Total Liabilities And Fund Balance	**1,561,121.36**

* Year Not Closed

Charter Township Of Union

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	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	2/15/2024
7	Jessica	Lapp	2/15/2023
8	Tera	Albrecht	2/15/2024
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	2/15/2022
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	vacant seat		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	Sarvjit	Chowdhary	12/31/2022
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	12/31/2022
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

Charter Township Of Union

Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/202024
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2025
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	Jeff	Sweet	2/13/2025
10	vacant seat		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 seat		
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			

Charter Township Of Union

REQUEST FOR EDA BOARD ACTION

TO:	Economic Development Authority Board	**DATE:**	April 13, 2021
FROM:	Rodney C. Nanney, AICP Community and Economic Development Director	**DATE FOR BOARD CONSIDERATION:**	4/20/2021

Action Requested: To consider approval of the Civil Engineering Services Proposal from Rowe Professional Services Company in the amount of $71,600.00 for completion of topographic surveys, design engineering, easement negotiation, construction documents, bidding assistance, and construction engineering and administration services for new sidewalk construction along both sides of East Remus Road between Bradley Street and South Lincoln Road, and associated intersection improvements at South Lincoln Road; and to authorize the Township Manager to sign the agreement.

Current Action ___X____ Emergency _____

Funds Budgeted: If Yes___X____ Account # 250-728-967.500

Finance Approval _____

BACKGROUND INFORMATION

This proposal for construction engineering and administration services to implement the Township's 2021 sidewalk improvements along both sides of East Remus Road between Bradley Street and South Lincoln Road, along with associated intersection improvements at South Lincoln Road. This is a new project that would be implemented under the Township's existing master agreement with Rowe Professional Services Company for engineering services. The master agreement, which provides for services on an as needed, project-by-project basis, was initially approved by the Board in 2015 and was renewed and extended during the May 22, 2019 Board of Trustees meeting.

The scope of work proposed by Rowe includes completion of topographic surveys, design engineering, easement negotiation, construction documents, bidding assistance, and construction engineering and administration services for new sidewalk construction.

In addition to the above scope of new sidewalk construction by the Township, staff continues to work to implement the Township's established sidewalk construction policies related to new development activity. As part of this effort, the Isabella County Road Commission will be installing new public sidewalks along their portion of this road frontage in 2021.

SCOPE OF SERVICES

Completion of topographic surveys, design engineering, easement negotiation, construction documents, bidding assistance, and construction engineering and administration services for new sidewalk construction along both sides of East Remus Road between Bradley Street and South Lincoln Road, and associated intersection improvements at South Lincoln Road.

JUSTIFICATION

The new sections of public sidewalks will improve overall safety for pedestrians in this area, and will improve barrier-free accessibility for all Township residents. Construction of these sidewalks will improve connectivity for residents and businesses in the West DDA District.

GOALS ADDRESSED

Board of Trustees goals addressed by this Ordinance (From Policy 1.0: Global End):

1. **Community well-being and common good**
3. **Safety**
4. **Health**
6. **Commerce**

This project will help to support commerce in the West DDA District (1.6). As another step forward in the Township's long-term plans for construction of public sidewalks, this project will also help all residents to be able to enjoy safe and accessible routes for pedestrians (1.3.1), engage in a vibrant community life (1.1), and maintain an active, healthy lifestyle (1.4).

COSTS

$71,600.00

PROJECT FUNDING

The FY2021 West DDA Fund budget includes a total of $250,000.00 for the completion of sidewalk improvements.

TIMETABLE

Task	Anticipated Completion
Project Kickoff Meeting with Township Staff	April 2021
Topographic Survey Complete	May 14, 2021
50% Plans Complete, Review Meeting with Township Staff and Submit for MDOT Review	June 11, 2021
90% Plans Complete and Submit for MDOT Review	June 25, 2021
Receive Review Comments back from MDOT	July 16, 2021
Construction Documents Complete, MDOT Permit	July 30, 2021
Advertise for Bidding	August 2021
Construction Begins	September – November 2021

RESOLUTION

Approve the proposal from Rowe Professional Services Company in the amount of $71,600.00 for completion of topographic surveys, design engineering, easement negotiation, construction

documents, bidding assistance, and construction engineering and administration services for new sidewalk construction along both sides of East Remus Road between Bradley Street and South Lincoln Road, and associated intersection improvements at South Lincoln Road; and to authorize the Township Manager to sign the agreement.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

_____
EDA Chair

See attached

M – 20 Civil Design Proposal

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

TO:	Economic Development Authority Board	**DATE:**	April 15, 2021
FROM:	Rodney C. Nanney, AICP, Community and Economic Development Director		
SUBJECT:	**Conceptual proposal to develop new gateway or "Welcome" signage on the southwest corner of E. Pickard Rd. and S. Summerton Rd. on the Consumers Energy City Gate site.**		

BACKGROUND INFORMATION

Consumers Energy will be rebuilding their existing "City Gate" natural gas distribution facility in the East DDA District this year. The facility is located on the southwest corner of E. Pickard Rd. (M-20) and S. Summerton Rd., east of the Baymont Inn at 5858 E. Pickard Rd. Most of the natural gas infrastructure is underground. Above-ground improvements will include demolition of the existing structures, construction of a new equipment building, replacement of the north and east sides of the existing chain-link fence with a more ornamental style of fencing, construction of a new driveway entrance from S. Summerton Rd., extension of the public sidewalk along the S. Summerton Rd. frontage, removal of the gravel parking area in front of their fenced enclosure, and new landscaping improvements.

This site is located on the Township border and at the primary entrance point for motorists coming to the Mt. Pleasant area from the east. During the site plan approval process for this project, Consumers Energy representatives indicated that they would be supportive of a potential Township initiative to add "Welcome" signage at the northeast corner of their site. There is currently a Mid-Michigan College directional sign at this location, which would need to be incorporated into the new signage in some way.

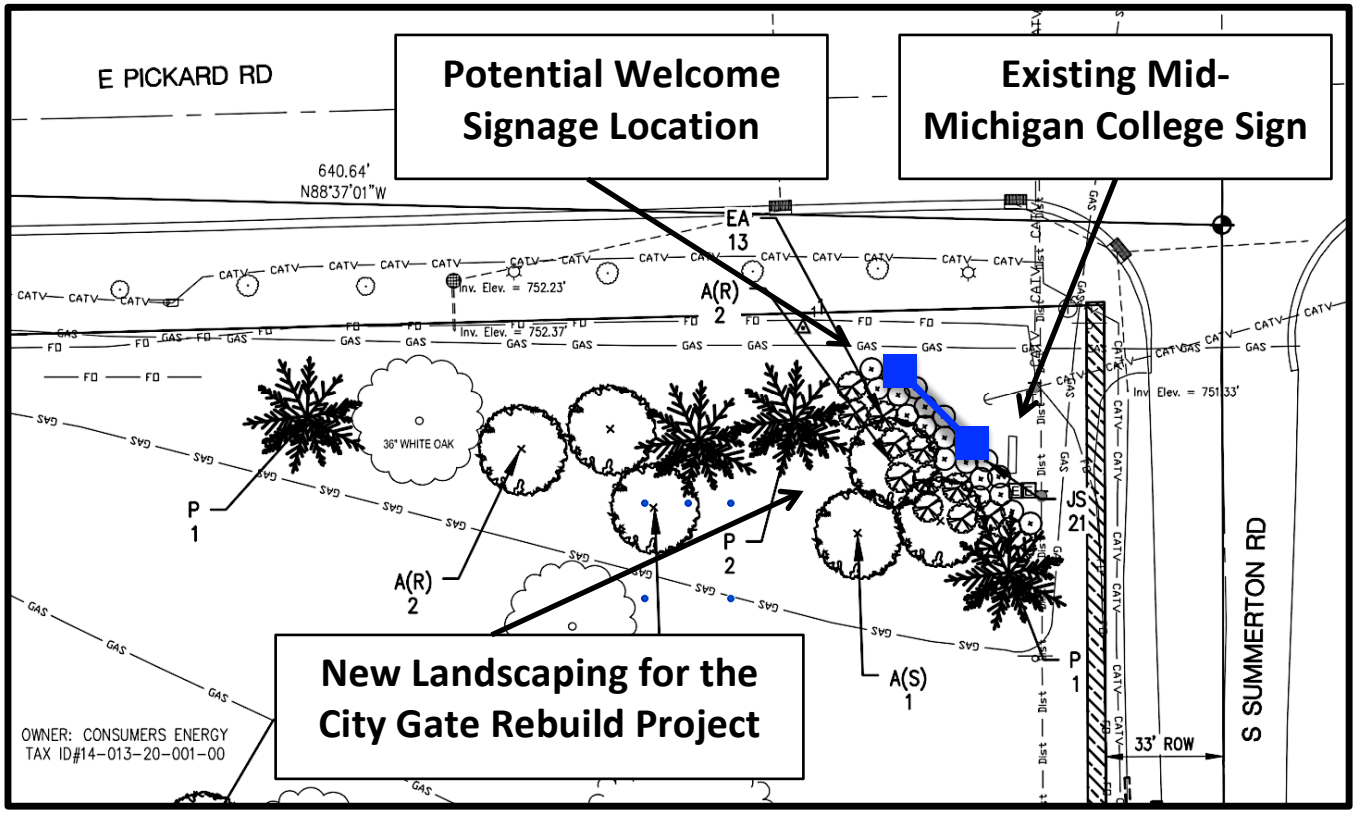
The illustration on the following page is taken from the approved final site plan for the City Gate rebuild project, and shows the potential sign location and other details.

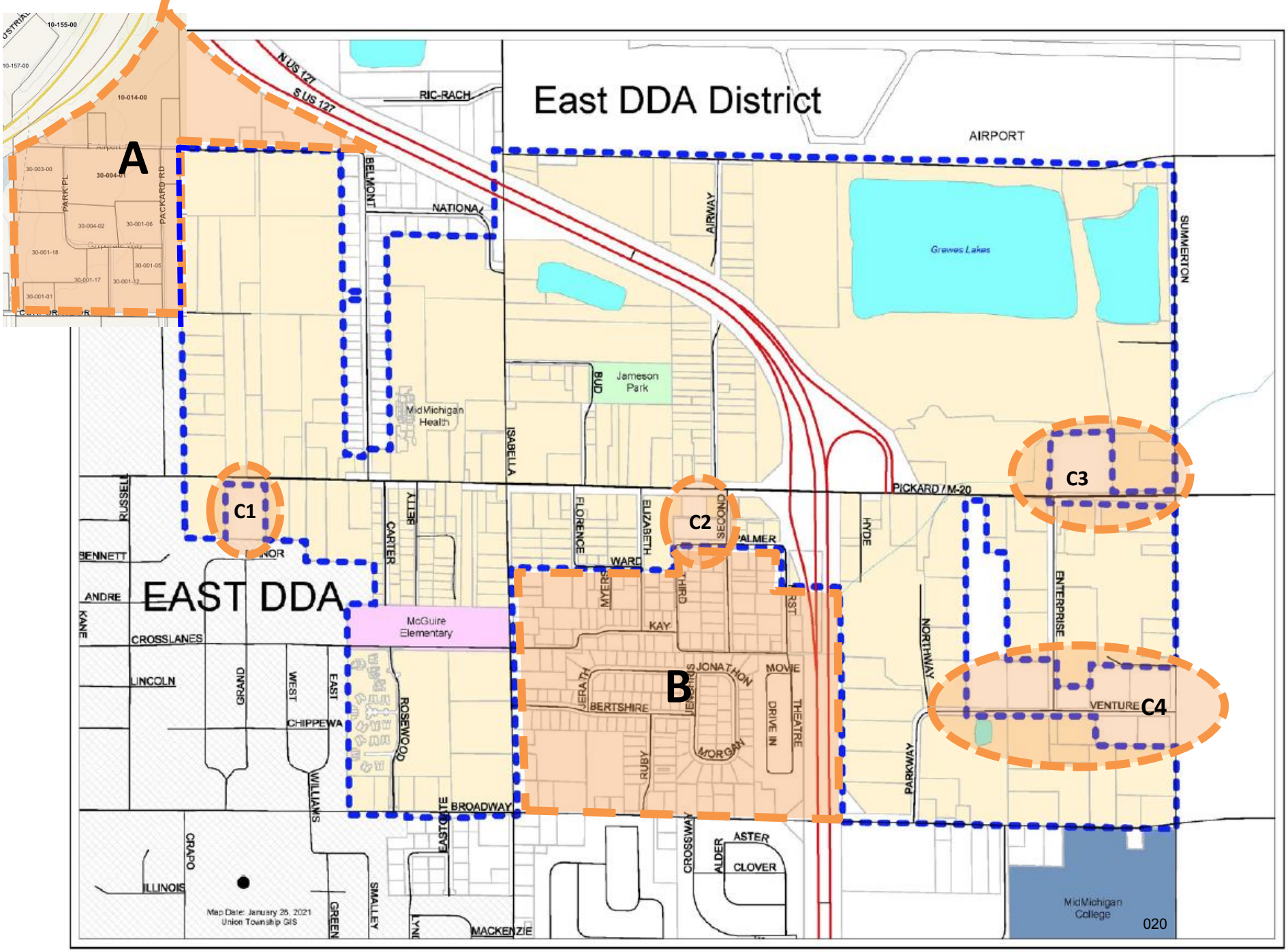
Any new signage would need to be designed, constructed, and maintained with East DDA District funds under a lease or easement agreement with Consumers Energy. Potential options for new signage include a "Welcome to the Charter Township of Union" sign or an additional gateway structure with seasonal banners similar to the structures located around the US-127/M-20 interchange.

RECOMMENDATION

The additional gateway or "Welcome" signage would be consistent with the East DDA District's development plan and would have the benefit of further defining the entrance into the Township. If the EDA Board is in agreement with this concept, the Director will begin work with Consumers Energy and Mid-Michigan College to refine the concept and bring back a more specific proposal for EDA Board review and action.

CONSUMERS ENERGY CITY GATE REBUILD – SITE PLAN EXCERPT




East DDA District
EAST DDA
A
B
C1
C2
C3
C4
N US 127
S US 127
RIC-RACH
AIRPORT
Graves Lakes
SUMMERTON
AIRWAY
BELMONT
NATIONAL
Jameson Park
BUD
MidMichigan Health
ISABELLA
PICKARD / M-20
RUSSELL
BENNETT
ANDRE
KANE
CROSSLANES
LINCOLN
GRAND
WEST
EAST
CHIPPEWA
WILLIAMS
CARTER
BETTY
FLORENCE
ELIZABETH
SECOND
PALMER
WARD
HYDE
ENTERPRISE
NORTHWAY
PARKWAY
VENTURE
McGuire Elementary
ROSEWOOD
KAY
JONATHON
MOVIE
DRIVE IN
THEATRE
BERTSHIRE
RUBY
MORGAN
BROADWAY
CROSSWAY
ASTER
ALDER
CLOVER
CRAPO
ILLINOIS
SMALLEY
GREEN
MACKENZIE
MidMichigan College
Map Date: January 25, 2021
Union Township GIS
020

SUMMARY OF COMMENTS FROM THE 3/16/2021 SWOT SESSION

Purpose for this SWOT session:

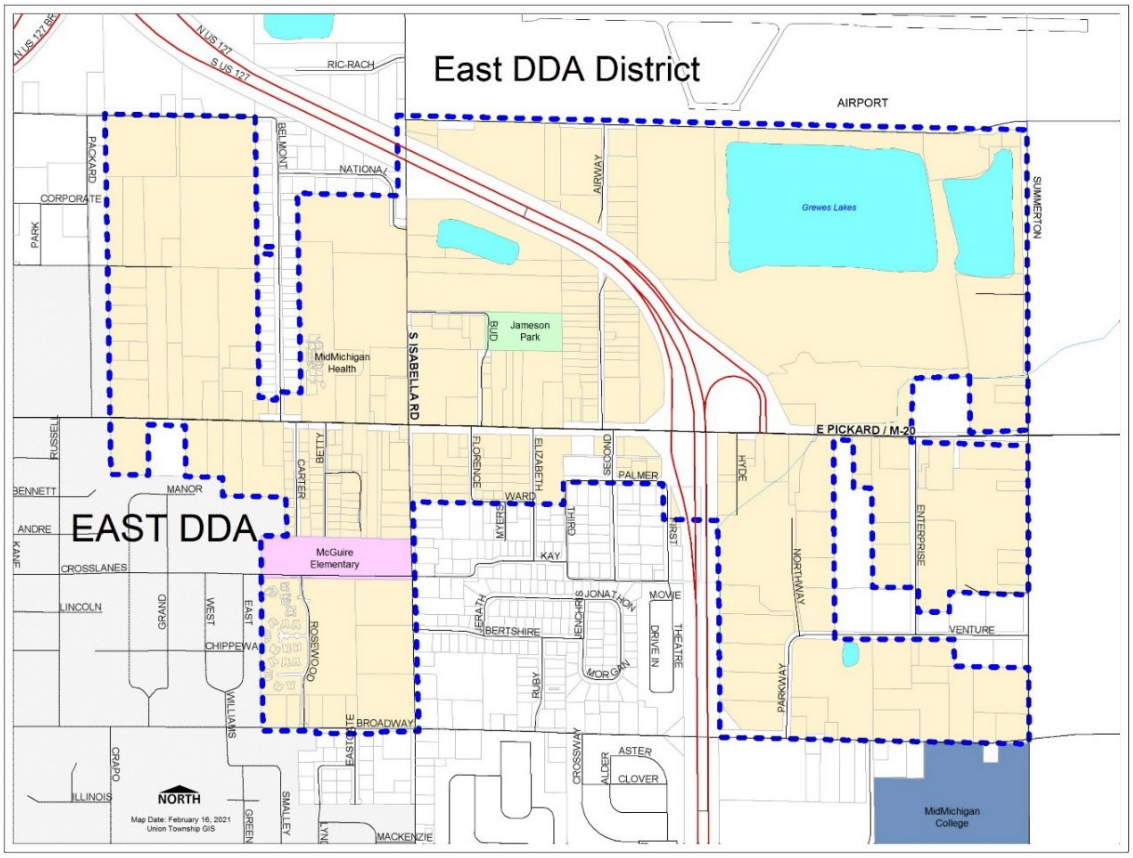
- Anticipate and develop project lists for each district that proactively respond to the needs of the two areas.
- Gain an understanding of the broad types of projects that should take place
- Activities the business owners would like to undertake
- How the EDA Board can work with the business owners to support the needs and functions of the community
- Enable the EDA and consulting group to ensure that we incorporate every potential project into both plans so the plans are comprehensive.

Examples of the broad categories of projects include:

- Streetscape Improvements
- Façade Improvements
- Marketing/Promotion
- DDA Operations
- Utility/Street Improvements
- Land Acquisition
- Public & Private Improvements
- Parking Lot Consolidation
- Business Recruitment
- Building Demolition

EAST DDA

In general, the district area runs along Airport Road on the north, Summerton Road on the east, Broadway Road on the south with the exception of neighborhoods within Bertshire, Myers, Kay, Third, First, and Ruby streets, and continues west along Isabella Road, and back north to Airport Road.



Strengths: What draws investors to the area?

SUMMARY OF COMMENTS FROM THE 3/16/2021 SWOT SESSION

Current: Investments in sewer improvements along Summerton for engineering study to set us up to be able to do work to extend water and sewer in 2021

Enterprise Park growth

DDA investment in drainage in past

Enterprise Park: Good location, close to expressway, Flat land, less flooding now, adequate power (440/3-phase in bldg.), good roads, good area for ind. Work (expressway)

Past: investments along N. Summerton to decrease/impede flooding

No vacancies in the area

Roads/road conditions: 127 as major entrance and exit at Pickard (M20) enhanced to Midland—access is very good, goes along with access to casino (major enhancement to district)

Soaring Eagle Casino as a draw

Waterpark (part of casino properties)

Tourism focus with restaurants and lodging in area

High traffic count and exposure for businesses

Investments along Pickard for beautification—looks like a higher end business corridor

Airport (just north of district, owned by City of Mt. P)—tribe use, authority built on it—Airport Joint Operations Board: partnership btw Twp, city, county, Middle Michigan Development Corporation etc.—new political investment to drive people into community. Can use airport for sourcing products and deliveries, transportation. Draw to industry in area based on housing availability, good roads, transportation

Campground across from airport, as well as campground across from Casino

Mixed use—Jameson Park (opportunity and asset since it needs improvement)

**to highlight=how much investment over time*
**MDOT doing interchange improvements at US 127 and rebuilding Pickard along Mission St. to 127. Discussions underway to vision*

Weaknesses

Lack of employees

Some vacancies by Starbucks bldg.

Lack of water and sewer at this point

Industrial areas are limited

NW corner abuts another industrial area. Those roads are untravelable. Opportunity in NW corner. Space grown over time (n. Packard/) Park Place, Corporate Dr.--DDA district only covers a 1/3 of the Ind. district. Most of land is just west of district boundary

Lack of roads connecting to Isabella Rd.—extending along Corporate Drive

Land assembly—odd-shaped parcels that challenge redevelopment/development sites

SUMMARY OF COMMENTS FROM THE 3/16/2021 SWOT SESSION

Blight: Isabella south of Pickard—as approach intersection of Isabella/Pickard, smaller homes, ind. bldgs., broken up concept of bigger parcel. Individual bldgs. can hinder development. Mostly rentals

**always perception of high costs for land WRT developers*

Opportunities: What investments should still be made in the district?

Possible development of ind. Bldgs.

How can township help with TIF?

Need more employees

Calls to rent for recreational/medical marijuana

Industrial growth in NW corner (see weaknesses above)

First ½ mile along Isabella South of Pickard—houses not in great shape, opportunity to be business district. Zoned as Business/commercial, Missing: sidewalks along Isabella

Corner of Isabella/Pickard—open up to 5 lines—corner should be revamped

Question: Broadband/Fiber access—a few trunk lines along M20, retail are using Comcast and other providers

5805 E. Pickard: Mid-Michigan college property on Pickard and Summerton—old bldg.—possible redevelopment. Huge parking lot. 57,000 square feet, very worn out. Infrastructure is maintained very well. Repurpose for industrial or data/call center? Casino put in a school? Challenge to clear site. College has not been active in mkt property

Tourism: like to see some wayfinding signage as area grows (welcome signage). Consider Midland—prominent signage. Collaboration with Union Twp and City. Look at examples of others: Farmington Hills/City of Farmington, Flint/Flint Township collaboration. CIA or DDA support

Mixed use—Jameson Park

*List from Aug. 2020 for current projects

Threats

Commerce driven due to population of college. Decreasing enrollment=less consumers. University is both a threat and asset. If enrollment doesn't increase, community is negatively harmed.

Long term potential impacts due to COVID-19

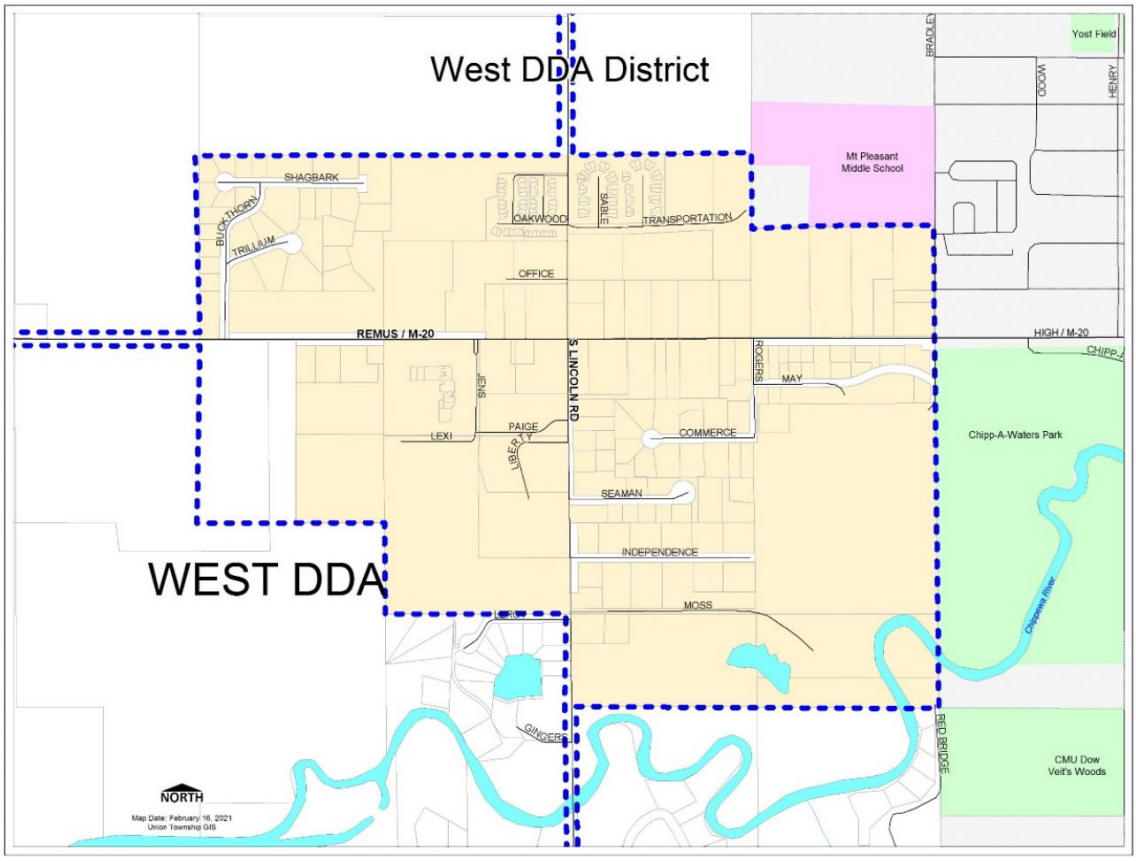
Of 18 lodging properties, 4 were open during April 2020. 3 tournaments in 2021. Positive signs of things coming back but coming back slowly

Amount of commercial zoning—city and twp over zoned for commercial development. Rapidly changing retail marketplace (Amazons), need significant adjustment for land use and function to take advantage of the changing marketplace.

WEST DDA

In general, the development area runs just north of Shagbark Street east to just north of Transportation (incorporating Sable and Eland Court neighborhoods) to S. Bradley Street, west to just north of Ginger's Way, north along Lincoln, west along Leroy and north along the back of the parcels to the east to Remus

meeting up with Buckthorn Street.



Strengths: What draws investors to the area?

Great business corridor surrounding industrial area

Nice residential, good mixture of residential opportunities

Not much vacancy in industrial parks in West DDA

Fisher Companies (work to get US 10 open after dam breaks)—major employment center, heavy industrial operation. Some land use conflicts

Water and sewer are available, drainage improved

Railroad corridor is just to east of district

b/c district goes up to Pickard along Lincoln (n of Remus) frontage is business—asset even if out of district. Frontage along S. Lincoln planned for neighborhood commercial, behind is residential

Weaknesses

Challenge to get through to West district—not same access as East district provides (industrial need: Heavy Haul Trucks)

Keep, retain, attract top talent

Zoning pushed industrial to north/eastern side of City

SUMMARY OF COMMENTS FROM THE 3/16/2021 SWOT SESSION

Not sure how much more growth available

Lincoln/Broomfield intersection is challenging for trucks to make the turn. Heading south turning left on Independence, turn area, but above intersection is a hinderance. Drivers prefer to take Mission/Remus/High to head back to plant

Perception is that railroad corridor is a boundary—opportunity for retail

Opportunities: What investments should still be made in the district? What could help kickstart?

Project planned to gain easements and improve—South Lincoln south of Chippewa river including intersection south of Broomfield should address functionality concerns—

Another project to improve roads north of river to—S. Lincoln north to Remus road

Immature as far as business district, what's there may be local. Not much for retail, some office space, does meet reqs. that big box stores look for

West side is slow to catch up based on traffic that is more on east side

Could look at west as newer/modern type of development area

Opportunities exist due to the youthfulness of the area—new opportunities

Possible city grants could help expansion into township—section outside of DDA with undeveloped land in the city—could have draw/impact—Pickard and Harris Rd—1 mile NE of district

Zoning updates—made PUD to encourage mixed use developments—4 multi-family residents

Mixed use residential development opportunities available—there is land to grow

Not a lot of competition (maybe Clare/Alma/Midland)

Lease rates: not too high

Threats

Keep, retain, attract top talent

Trellis is a strong perceptional boundary

CMU would have less of an effect on West than East district

b/c district goes up to Pickard along Lincoln (north of Remus) frontage is business—asset even if out of district. Frontage along S. Lincoln planned for neighborhood commercial, behind is residential

*Citizens council development may need to be created

Question for post-meeting: Long-term vision of DDA/EDA—what is ideal position? Would there be consideration of becoming a landlord? Share questions in an email for future feedback to take some time to think through it.