

**Charter Township of Union
Economic Development Authority Board (EDA)
Special Informational – Electronic Board Meeting
Tuesday, September 28, 2021**

MINUTES

A special informational – electronic meeting of the Charter Township of Union Economic Development Authority was held on September 28, 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:

Mielke – Union Township, Isabella County, State of Michigan
Figg – Isabella County, State of Michigan
Sweet – Union Township, Isabella County
Coyne – Union Township, Isabella County
Bacon – Union Township Isabella County
Zalud – Union Township, Isabella County
Kequom – Union Township, Isabella County

Absent: Hunter, Chowdhary

Excused: Barz

Others Present: Rodney Nanney – Community & Economic Development Director, Nicole Frost – Isabella County

APPROVAL OF AGENDA

MOTION by Mielke SUPPORTED by Sweet to APPROVE the agenda as presented. MOTION CARRIED 7-0.

NEW BUSINESS

A. 2020 Annual Report

The Director noted that the annual report has been available on the Township's website since mid-June. Nicole Frost commented that Margaret McAvoy from Isabella County regrets she was unable to attend but asked Nicole to sit in on her behalf. No EDA Board questions, or comments offered.

B. 2021 Priority: Updates to the East and West DDA District plans

The Director summarized the status of the approval process for the updated East and West DDA District development and tax increment financing plans, and noted that the plans are available on the Township's website for review. No public comments or questions offered. No EDA Board questions, or comments offered.

C. 2021 – 2022 Project Priorities

The Director summarized the purpose and function of the East and West DDA District Implementation Strategy documents and noted that the proposed 2022 budgets for the districts would be on the regular October meeting agenda for consideration. No public comment offered. No EDA Board questions, or comments offered.

GENERAL DISCUSSION

- Figg commented he feels it was a good decision to go with CIB Planning as they have shown to be very effective with this project.
- Kequom expressed his appreciation for all Rodney's work putting this together.
- Kequom asked that the 2020 Annual Synopsis of EDA Activities for 2020 be included in the September 28, 2021, meeting minutes.

DIRECTOR COMMENTS

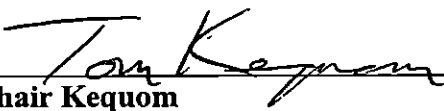
- Next step in process is on October 13, 2021, which includes Public Hearing by the Board of Trustees on plans for both EDA Districts and a first reading on the ordinances that would implement those plans and extend the terms of the 2 districts.
- No written comments have been received by staff so far, but informal comments that have been received in conversation with members of the public have been favorable.
- Positive feedback from the business community.
- Rodney Nanney mentioned the EDA is required to hold 2 informational meetings and have rescheduled the 2nd informational meeting for October 19th at 4:15 p.m.

Informational meeting will be held on October 19, 2021, at 4:15 p.m.

Next regularly scheduled EDA meeting will be the October 19, 2021, directly following the informational meeting.

Meeting adjourned at 4:49 p.m.

APPROVED BY


Chair Kequom

(Recorded by Amy Peak)



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

2020 ANNUAL SYNOPSIS OF ECONOMIC DEVELOPMENT AUTHORITY ACTIVITIES

TO: Mark Stuhldreher, Township Manager	DATE: June 16, 2020
FROM: Rodney C. Nanney, AICP, Community and Economic Development Director	

Background Information

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

Public Act 57 of 2018 (the Recodification Tax Increment Financing Act) went into effect on January 1, 2019. This new state Act consolidated the laws authorizing seven different kinds of tax increment finance authorities and standardized reporting requirements so the state and the public could better evaluate the effectiveness of tax increment financed programs.

The Township's Economic Development Authority (EDA) is required to submit a comprehensive annual report for the East and the West DDA Districts to the state Treasury Department and each taxing unit levying taxes captured by the authority, and to make information available to the public. These reports are required to include contain detailed information on the capture and use of tax increment revenues, information on debt, and the progress/status of development plans.

Staff Contact Information

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Statement Regarding Expenditure of Funds

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

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

List and Descriptions of Current Contracts

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

Current Contracts	
Pleasant Thyme Herb Farm 5490 East Baseline Road Mount Pleasant, MI 48858	Installation and maintenance of flower baskets, wall planters, and sidewalk planters, and pruning of street trees all along the Pickard Road corridor in the East DDA District.
Mid-Michigan Industries 2426 Parkway Drive Mount Pleasant, MI 48858	Maintenance of park benches and trash receptacles along the Pickard Road corridor in the East DDA District.
Mid-Michigan Industries 2426 Parkway Drive Mount Pleasant, MI 48858	General litter pickup and sweeping along the Pickard Road corridor in the East DDA District prior to the Memorial Day, Independence Day, and Labor Day holidays.
Block Electric Co. 350 South Meridian Road Mount Pleasant, MI 48858	Maintenance of streetlighting and accent lighting and installation of streetlight banners along the Pickard Road corridor in the East DDA District.
Doug's Small Engine Repair 5293 East Pickard Road Mount Pleasant, MI 48858	Snowplowing and winter maintenance of the sidewalks along the Pickard Road corridor in the East DDA District.
Goenner Lawn Care LLC 441 W. Remus Rd. Road Mount Pleasant, MI 48858	Mowing, trimming, curb and sidewalk edging, and clearing of clippings from sidewalks for public lawn areas along the Pickard Road corridor in the East DDA District.
Thielen Turf Irrigation, Inc. 600 Industrial Drive Mount Pleasant, MI 48858	Irrigation system maintenance along the Pickard Road corridor in the East DDA District.
BeGreen, Inc. 9085 South Vandecar Road Shepherd, MI 48883	Weed control and fertilization treatments along the Pickard Road corridor in the East DDA District.
Price Mini-Storage 4695 East Pickard Road Mount Pleasant, MI 48858	Lease of enclosed storage space for keeping of EDA equipment, off-season banners, and supplies for the East DDA District and the West DDA District.
Hometown Decoration & Display LLC 2645 24 th Avenue Hudsonville, MI 49426	Furnish, provide, and install holiday decorations, display equipment, and materials along the Pickard Road corridor in the East DDA District.
CIB Planning, Inc. 17195 Silver Parkway, No. 309 Fenton, MI 48430	Assistance with and consultations for preparation of updated Development and Tax Increment Financing Plan Updates for the East and West Downtown Development Authority Districts per requirements of Public Act 57 of 2018.

List of Accomplishments

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

1. Purchase and installation of new pedestrian and roadway LED lighting and restoration of damaged portions of the decorative stone walls under the US-127 overpass at the M-20 E. Pickard Road interchange in the East DDA District.
2. Completion of a capital improvements planning process to prepare prioritized lists of improvement projects for the East and West Downtown Development Authority Districts.
3. Initiation of the work to update the Development and Tax Increment Financing Plan Updates for the East and West Downtown Development Authority Districts per requirements of Public Act 57 of 2018.

Projects and Investments in 2020

The following is a list of EDA projects and investments:

Current Projects and Investments		Status
a.	Art Reach of Mid-Michigan Annual Festival of Banners along the Pickard Road corridor in the East DDA District.	Banners completed and installed
b.	Installation and maintenance of twelve (12) Welcome Banners in collaboration with the City of Mount Pleasant, Mount Pleasant Area Convention and Visitors Bureau, and Middle Michigan Development Corporation (East DDA)	Banners installed with seasonal changes
c.	Jamison Park building improvements (East DDA)	Funds budgeted; interior improvements completed
d.	Jamison Park site improvements, including replacement of dilapidated chain-link fence along the street frontage with new ornamental fencing, new signage, and ball field, dugout, and landscaping improvements (East DDA)	Funds budgeted; construction planned for 2021
e.	Purchase and installation of new pedestrian and roadway LED lighting under the US-127 overpass at the M-20 E. Pickard Road interchange (East DDA)	Lighting installed
f.	Rehabilitation of Pump Station #1 located on Enterprise Drive (East DDA)	Funds budgeted; construction planned for 2021
g.	Rehabilitation of Pump Station #14 located on May Street (West DDA)	Funds budgeted; project completed
h.	South Lincoln Road improvements south of the bridge over the Chippewa River to Broomfield Road (West DDA)	Funds budgeted; construction planned for 2021

Current Projects and Investments		Status
i.	Lincoln Road improvements north of the bridge over the Chippewa River to M-20/Remus Road (West DDA)	General agreement to be a funding partner, but not yet budgeted
j.	Funding in support of new sidewalk construction along the west side of the Lincoln Rd. right-of-way from 2300 South Lincoln Rd. (Lux Funeral Home) north to McDonald Park and the Township Hall (West DDA)	Funds budgeted; plans completed; construction planned for 2021
k.	Funding in support of new sidewalk construction along the north and south sides of the E. Remus Rd./M-20 state highway right-of-way from Bradley St. west to the S. Lincoln Rd. intersection (West DDA)	Funds budgeted; construction planned for 2021
l.	Annual funding transfer to the Fire Fund in support of the fire service delivery contract with the City of Mount Pleasant (East DDA and West DDA)	Completed
m.	Annual payment to Mt. Pleasant Area Convention and Visitors Bureau in support of CVB destination marketing activities for the East DDA and West DDA Districts	Completed
n.	Annual payment to Middle Michigan Development Corporation in support of MMDC economic development activities for the East DDA and West DDA Districts	Completed

Events and Promotional Campaigns in 2020

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

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

Progress on Development/Tax Increment Finance Plan Goals and Objectives

The EDA continued to make good progress towards completion of specific project priorities listed in the East DDA and West DDA Development and Tax Increment Financing Plans, despite the challenges to the Township, the business community, and the construction industry caused by the COVID19 pandemic-related shutdowns and capacity restrictions. During the COVID19 shutdown period (March – June, 2020), the activities of Township staff and EDA contractors were focused on ensuring that the public amenities (banners, flowers, lawncare) along the E. Pickard Rd. corridor were established and maintained in as normal a manner as possible, to show that the corridor was “open for business” despite the pandemic.

All projects included in this report for 2020 are consistent with the goals and objectives of these plans. For 2021, the EDA Board is proceeding with a project to complete an update and extension of the East DDA and West DDA Development and Tax Increment Financing Plans in order to allow for completion of all project priorities in the Districts.