

# Charter Township of Union



**Economic Development Authority Board (EDA)  
Regular Meeting – Lincoln Reception Center  
Tuesday, April 19, 2022, at 4:30 p.m.**

This meeting will take place in-person. To better provide for social distancing during this public meeting, **the location of the EDA Board meeting has been moved to the Lincoln Reception Center, 2300 S. Lincoln Road, Mt. Pleasant, MI 48858, which is located behind the Lux Funeral Home.** Enter at the Lux Funeral Home driveway and follow the directions signs around to the Lincoln Reception Center entrance and parking are on the south side of the building.

**In the interest of creating the safest possible environment, all attendees are invited and encouraged to wear masks while in the building. Extra masks will be available for those that may need one.**

## AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES  
- March 15, 2022
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 – To approve Participation Agreement with Board of Trustees for funding to support installation of paved shoulders as part of the S Lincoln Rd/E Broomfield Rd improvement project.

**9. PENDING BUSINESS**

- A. E. Pickard Rd (M-20) Construction Project Updates
- Roundabouts delayed to 2026
  - Additional impacts on irrigation system
- B. Lincoln Reception Center room discussion

**10. DIRECTOR COMMENTS**

**11. ADJOURNMENT**

Next regularly scheduled meeting Tuesday, May 17, 2022

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular Board Meeting  
Tuesday, March 15, 2022**

**MINUTES**

A regular meeting of the Charter Township of Union Economic Development Authority was held on March 15, 2022, at 4:30 p.m. at Lincoln Reception Center 2300 S Lincoln Road, Mt. Pleasant, MI 48858.

**Meeting was called to order at 4:39 p.m.**

**ROLL CALL**

Present:

Kequom

Sweet

Hunter

Bacon

Mielke

Coyne (left meeting at 5:07)

Excused: Figg, Barz, Zalud

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

**APPROVAL OF AGENDA**

**MOTION by Bacon SUPPORTED by Coyne to APPROVE the agenda as presented. MOTION CARRIED 6-0.**

**APPROVAL OF MINUTES**

**MOTION by Coyne SUPPORTED by Sweet to APPROVE minutes from the January 18, 2022, meeting as presented. MOTION CARRIED 6-0.**

**MOTION by Mielke SUPPORTED by Bacon to APPROVE minutes from the February 15, 2022, meeting as presented. MOTION CARRIED 6-0.**

**PRESENTATIONS** – Jim McBryde gave presentation on 2021 Annual Report for Middle Michigan Development Corporation.

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

**REPORTS**

## **ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

Finance Director, Sherrie Teall reviewed the accounts payable for the East DDA.

MOTION by **Hunter** SUPPORTED by **Mielke** to APPROVE the East DDA payables 1/19/22 – 3/15/22 in the amount of \$5,964.62 as presented. **MOTION CARRIED 5-0.**

Finance Director, Sherrie Teall reviewed the accounts payable for the West DDA.

MOTION by **Mielke** SUPPORTED by **Bacon** to APPROVE the West DDA payables 1/19/22 – 3/15/22 in the amount of \$3,092.50 as presented. **MOTION CARRIED 5-0.**

Finance Director, Sherrie Teall reviewed revenues and expenditures through 2/28/22.

Financial reports were RECEIVED AND FILED by Chair Kequom

Chair Kequom and EDA Board acknowledged Dr. Chowdhary and thanked him for his service to the community on the EDA Board.

## **NEW BUSINESS**

- A. Discussion held on attendance letter that was sent to EDA Board. Board of Trustees approved a resolution to reduce EDA Board from 11 to 9 members.

## **PENDING BUSINESS**

- A. Community & Economic Development Director, Rodney Nanney gave update on grant program and presented a proposed grant application asking for feedback. The EDA Board is in favor of the grant application as presented and requested to move forward with the announcement of the program.

## **DIRECTOR COMMENTS**

- Lincoln / Broomfield Road update.
- M20 / Pickard Road complete rebuild due to start Spring of 2023.
- Director Nanney invited individual EDA Board members to join a MDOT remote meeting on 3/23/22 @ 4pm to hear an update on M-20 project planning.
- Director Nanney informed the Board and encouraged all members to sign up for the Michigan Downtown Association webinar series.
- Progress on building demolition, sewer pumping station expansion, and new Enterprise Industrial Park entryway signage projects at 5800 E Pickard Rd.
- Light pole near the NE corner of M-20 and S. Isabella Rd. involved in accident has been addressed and progress with replacement.
- Joint Meeting is to be held at Commission on Aging on April 6, 2022 at 7pm. All Board members are encouraged to attend.

**BOARD COMMENTS**

- Hunter commented on a huge thank you to MMDC for all of the help with small businesses through the hard times with the pandemic.
- Mielke commented on Amazon facility and the room for growth.
- Sweet commented he is happy that the Lincoln/Broomfield Road project is happening.
- Hunter commented on taking photos of E. Pickard Road streetscape improvements to establish an inventory and condition status before the M-20 re-construction starts.

Mr. Coyne informed the Chair that he will be unable to attend the April meeting.

Joint Meeting to be held on Wednesday April 6, 2022, at 7pm.  
Next regular EDA meeting to be held on Tuesday, April 19, 2022.  
Meeting adjourned by Chair Kequom at 6:13 p.m.

**APPROVED BY**

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**Chair Kequom**

**(Recorded by Amy Peak)**

DRAFT

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
03/31/2022	248	87 (E)	00146	CONSUMERS ENERGY	5771 E PICKARD STE A	55.82
					5770 E PICKARD STE B	30.07
					5770 E PICKARD STE A	58.43
					5325 E PICKARD	71.08
					2029 2ND ST	72.06
					5157 E PICKARD STE B	30.07
					5157 E PICKARD STE A	31.26
					4900 E PICKARD	37.49
					1940 S ISABELLA	53.27
					2027 FLORENCE	37.16
					4923 E PICKARD	46.00
					4675 E PICKARD	37.80
					4592 E PICKARD	30.07
					4592 E PICKARD STE A	49.82
					5771 E PICKARD STE B	30.21
					5800 E PICKARD #A-FINAL BILL	75.49
						<u>746.10</u>
03/31/2022	248	88 (E)	00146	VOID		0.00
				Void Reason: Created From Check Run Process		V
04/14/2022	248	89 (E)	00146	CONSUMERS ENERGY	4923 E PICKARD	41.10
					2027 FLORENCE	33.69
					1940 S ISABELLA	50.07
					5770 E PICKARD STE A	51.36
					5770 E PICKARD STE B	29.81
					5771 E PICKARD STE A	41.44
					5771 E PICKARD STE B	29.96
					4592 E PICKARD STE A	45.80
					4592 E PICKARD STE B	29.96
					4675 E PICKARD	34.33
					4900 E PICKARD	33.80
					5157 E PICKARD STE A	26.26
					5157 E PICKARD STE B	29.81
					2029 2ND	63.81
					5325 E PICKARD	64.58
						<u>605.78</u>
04/19/2022	248	4268	00072	BLOCK ELECTRIC	INSTALL SPRING BANNERS	130.00
					NEW LIGHT POLE DOWNPAYMENT	6,000.00
						<u>6,130.00</u>
04/19/2022	248	4269	00722	CHARTER TOWNSHIP OF UNION	UTILITY BILLING Q1-5800 E PICKARD	73.82
04/19/2022	248	4270	01765	LINCOLN RECEPTION CENTER	MEETING ROOM/2 MONTH RENTAL-EDDA	150.00
04/19/2022	248	4271	00450	M M I	PARK BENCH GROUND MAINT-MAR 2022	299.50

248 TOTALS:

(1 Check Voided)

Total of 6 Disbursements:

8,005.20

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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Bank 250 WDDA CHECKING

04/19/2022	250	269	01765	LINCOLN RECEPTION CENTER	PAYMENT FOR OFF-SITE EDA BOARD MEETING/R	150.00
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250 TOTALS:

Total of 1 Checks:						150.00
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Less 0 Void Checks:						0.00
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Total of 1 Disbursements:						150.00
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PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	0.00		468,000.00	468,000.00		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		56,000.00	56,000.00		0.00	0.00
248-000-665.000	INTEREST EARNED	1,912.51		4,800.00	4,800.00		622.07	12.96
248-000-671.000	OTHER REVENUE	0.00		100.00	100.00		14,820.00	4,820.00
Total Dept 000 - NONE		1,912.51		525,450.00	525,450.00		15,442.07	2.94
TOTAL REVENUES		1,912.51		525,450.00	525,450.00		15,442.07	2.94
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	8,116.00		15,270.00	15,270.00		3,720.50	24.36
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	5,000.00		0.00	0.00
248-000-801.003	SIDEWALK SNOWPLOWING	5,900.00		11,000.00	11,000.00		0.00	0.00
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	86.84		35,000.00	35,000.00		6,644.70	18.98
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	4,700.00		21,960.00	21,960.00		4,630.00	21.08
248-000-826.000	LEGAL FEES	0.00		2,000.00	2,000.00		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		500.00	500.00		0.00	0.00
248-000-917.000	WATER & SEWER CHARGES	0.00		17,000.00	17,000.00		0.00	0.00
248-000-920.000	ELECTRIC/NATURAL GAS	4,780.90		14,000.00	14,000.00		3,841.38	27.44
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,391.61		1,800.00	1,800.00		1,528.22	84.90
248-000-940.000	LEASE/RENT	0.00		700.00	700.00		475.00	67.86
248-000-955.000	MISC.	0.00		100.00	100.00		0.00	0.00
Total Dept 000 - NONE		24,975.35		218,580.00	218,580.00		20,839.80	9.53
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		81,200.00	81,200.00		0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		81,200.00	81,200.00		0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		435,000.00	435,000.00		0.00	0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00		250,000.00	250,000.00		0.00	0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		175,000.00	175,000.00		0.00	0.00
248-728-967.600	PARKS PROJECTS	0.00		10,000.00	10,000.00		0.00	0.00
248-728-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	0.00		90,000.00	90,000.00		73.82	0.08
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		960,000.00	960,000.00		73.82	0.01
TOTAL EXPENDITURES		24,975.35		1,259,780.00	1,259,780.00		20,913.62	1.66



User: SHERRIE

DB: Union

PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Fund 248 - EAST DDA FUND:								
	TOTAL REVENUES	1,912.51		525,450.00	525,450.00	15,442.07		2.94
	TOTAL EXPENDITURES	24,975.35		1,259,780.00	1,259,780.00	20,913.62		1.66
	NET OF REVENUES & EXPENDITURES	(23,062.84)		(734,330.00)	(734,330.00)	(5,471.55)		0.75

PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	0.00		359,000.00		359,000.00	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		200.00		200.00	0.00	0.00
250-000-665.000	INTEREST EARNED	1,076.30		4,400.00		4,400.00	1,059.44	24.08
Total Dept 000 - NONE		1,076.30		359,620.00		359,620.00	1,059.44	0.29
TOTAL REVENUES		1,076.30		359,620.00		359,620.00	1,059.44	0.29
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	7,570.50		8,270.00		8,270.00	2,867.50	34.67
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		400.00		400.00	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		7,570.50		383,670.00		383,670.00	2,867.50	0.75
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								
250-728-940.000	LEASE/RENT	0.00		0.00		0.00	475.00	100.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		320,000.00		320,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		320,000.00		320,000.00	475.00	0.15
TOTAL EXPENDITURES		7,570.50		762,670.00		762,670.00	3,342.50	0.44
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		1,076.30		359,620.00		359,620.00	1,059.44	0.29
TOTAL EXPENDITURES		7,570.50		762,670.00		762,670.00	3,342.50	0.44
NET OF REVENUES & EXPENDITURES		(6,494.20)		(403,050.00)		(403,050.00)	(2,283.06)	0.57

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	22,830.40
248-000-002.000	SAVINGS	1,014,195.66
248-000-003.001	CERTIFICATE OF DEPOSIT	534,185.30
248-000-056.000	INTEREST RECEIVABLE	29.26
<b>Total Assets</b>		<b>1,571,240.62</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	6,671.32
248-000-214.101	DUE TO GENERAL FUND	19,134.53
<b>Total Liabilities</b>		<b>25,805.85</b>
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,681,065.95
<b>Total Fund Balance</b>		<b>1,681,065.95</b>
<b>Beginning Fund Balance - 2021</b>		<b>1,681,065.95</b>
<b>Net of Revenues VS Expenditures - 2021</b>		<b>(130,159.63)</b>
<b>*2021 End FB/2022 Beg FB</b>		<b>1,550,906.32</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(5,471.55)</b>
<b>Ending Fund Balance</b>		<b>1,545,434.77</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,571,240.62</b>

\* Year Not Closed

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	966.82
250-000-002.000	SAVINGS	521,062.09
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	950,233.80
250-000-056.000	INTEREST RECEIVABLE	136.56
<b>Total Assets</b>		<b>1,472,452.97</b>
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	150.00
250-000-214.101	DUE TO GENERAL FUND	88.23
<b>Total Liabilities</b>		<b>238.23</b>
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,222,457.05
<b>Total Fund Balance</b>		<b>1,222,457.05</b>
<b>Beginning Fund Balance - 2021</b>		<b>1,222,457.05</b>
<b>Net of Revenues VS Expenditures - 2021</b>		<b>252,040.75</b>
<b>*2021 End FB/2022 Beg FB</b>		<b>1,474,497.80</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(2,283.06)</b>
<b>Ending Fund Balance</b>		<b>1,472,214.74</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,472,452.97</b>

\* Year Not Closed

## Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Tera	Albrecht	2/15/2024
6	Stan	Shingles	2/15/2024
7	Paul	Gross	2/15/2025
8	Jack	Williams	2/15/2023
9	Jessica	Lapp	2/15/2023
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		12/31/2022
5 -	Brandon	LaBelle	12/31/2022
Alt. #1	vacant seat		12/31/2022
Alt. #2	vacant seat		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	Herren	12/31/2023
2	Joseph	Schafer	12/31/2023
3	Andy	Theisen	12/31/2023
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2023
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2025



## Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/20/2024
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	Cheryl	Hunter	6/22/2023
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
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	Stan	Shingles	2/15/2024
3 - Township Resident	Jeff	Siler	8/15/2023
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	Phil	Hertzler	8/15/2023
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
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2022

**TO:** Economic Development Authority Board                      **DATE:** April 13, 2022

**FROM:** Rodney C. Nanney, AICP, Community and                      **DATE FOR CONSIDERATION:** 4/19/2022  
Economic Development Director

**ACTIONS REQUESTED:** To approve a Participation Agreement with the Charter Township of Union Board of Trustees for funding to support installation of paved shoulders as part of the reconstruction of S. Lincoln Road from the Chippewa River bridge south to and including the E. Broomfield Road intersection, in the amount of \$120,594.00, and to authorize the Township Manager to sign the Agreement.

Current Action  Emergency

Funds Budgeted in 2022: No  If Yes  Account# \_\_\_\_\_

Finance Approval \_\_\_\_\_

**BACKGROUND INFORMATION**

Beginning in 2018, the EDA Board has included funding support for the reconstruction of S. Lincoln Road from the Chippewa River bridge south to and including the E. Broomfield Road intersection. The project also included funding commitments from the State of Michigan, Union Township, and the Isabella County Road Commission (ICRC).

In December 2021, at a Township Board meeting, the Union Township Board of Trustees posed questions to the ICRC regarding the status of obtaining the remaining easements, scope of the project, necessity of the project, funding, and the anticipated completion date of the project. In early January 2022, a request for information was sent to the ICRC Manager by the Township Manager with these same inquiries. During a follow up meeting with Township administration, ICRC staff noted challenges with required acquisition of property easements and reported that \$375,000 in State of Michigan Small Urban funding for this project had expired. They also noted that the remaining \$975,000 in MDOT Category 8 and State of Michigan funding would expire in September 2022 if the monies remained unspent.

At this meeting, it was requested by Township administration and agreed upon by ICRC staff that, because of difficulties with obtaining the last two easements, potential loss of additional project funding, and increased costs due to material/labor inflation, the project scope would be reviewed by the ICRC. The Township administration also requested that the ICRC evaluate inclusion of either paved shoulders or a bike lane. This evaluation and additional meetings with Township administration resulted in a revised project scope, as follows:

- Three (3) lane roadway configuration on the north, east, and west legs of the E. Broomfield Road – S. Lincoln Road intersection with curb and gutter (along with maintaining a two (2) lane configuration on the south leg of the intersection).
- Completion of stormwater management improvements in the area as originally planned.

- Elimination of the previously planned traffic signal installation at the intersection, which would remain a four-way stop.
- Road construction to a Class A all-season road design as originally planned.
- Addition of four (4) to five (5) foot wide paved shoulders on the north, east, and west legs of the intersection and along the sections of E. Broomfield Road and S. Lincoln Road in the project area.

The cost to complete the revised design with paved shoulders is \$2,118,098.00.

During another meeting held on February 25, 2022 to discuss available options for funding, the Township administration was informed by ICRC staff that the ICRC Board would contribute an additional \$179,252.00 towards the road construction portion of the project, but would not fund any of the paved shoulder portion of the project. Township administration reiterated the strong Board of Trustees support for paved shoulders on all future county road paving projects as an important community benefit to improve non-motorized transportation options.

The ICRC staff reiterated during the meeting that they are only interested in funding “road construction,” and that paved shoulders are not necessary for this project since gravel shoulders are sufficient. The ICRC did agree that they are receptive to further discussion about possible inclusion of paved shoulders in future road projects, but for this project the Township would have to bear the full cost.

On March 9, 2022, a request for a total of \$300,098.00 in additional Township funding support to cover the remaining funding gap was evaluated and authorized by the Township Board of Trustees to allow the project to move forward promptly to completion of design and construction bidding. The Board of Trustees asked the Township administration to submit this request to the EDA Board for assistance with funding the paved shoulders portion of the project, and also to submit a Spring 2022 2% request for funding support for the project.

### **SCOPE OF THIS AUTHORIZATION**

EDA Board approval of a new Participation Agreement with the Charter Township of Union Board of Trustees would authorize an increase of \$120,594.00 in funding to support installation of paved shoulders as part of the reconstruction of S. Lincoln Road from the Chippewa River bridge south to and including the E. Broomfield Road intersection.

### **JUSTIFICATION**

The EDA Board is charged with overseeing local economic development activities within the East and the West DDA Districts. Completion of the project is also consistent with the EDA Board’s adopted Development Plan and associated implementation strategies for the West DDA District. Completion of this project will also provide substantial community benefits in the areas of safety for motorists and bicyclists, roadway functionality, and stormwater management and drainage. Paved shoulders provide additional recovery space for errant vehicles, lateral support for the roadway pavement structure, greater safety for bicyclists, and promotion of non-motorized transportation consistent with the Township Master Plan. The stormwater management and



drainage improvements would also improve safety at the intersection and help to lengthen the lifespan of the paving improvements.

### **BOARD OF TRUSTEES GOALS ADDRESSED**

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

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

Completion of the road improvements with the paved shoulders would help to support a sustainable (1.0), accessible, walkable and bikeable (1.4.1) community, and will expand the network of safe, accessible routes for pedestrians, bicyclists, and motorized vehicles in the West DDA District (1.3.1). The project furthers the Board’s desired outcomes of safe, well-maintained roads (1.3.4) and creating on-road bike lanes (1.3.4.1). It will also expand the network of class A all-season primary roads in the Township, which is a significant potential benefit for businesses in the area (1.6).

### **COSTS**

A total of \$120,594.00 in increased funding from the West DDA Fund to support installation of paved shoulders as part of the reconstruction of S. Lincoln Road from the Chippewa River bridge south to and including the E. Broomfield Road intersection. If approved, this change would be reflected in a subsequent FY2022 West DDA Fund budget amendment, which would also be subject to EDA Board approval.

### **TIMETABLE**

The road project is planned for construction this summer, with the construction bid process set to get underway in May after final design work is complete by the end of this month.

### **RESOLUTION**

To approve a Participation Agreement with the Charter Township of Union Board of Trustees for funding to support installation of paved shoulders as part of the reconstruction of S. Lincoln Road from the Chippewa River bridge south to and including the E. Broomfield Road intersection, in the amount of \$120,594.00, and to authorize the EDA Board Chair to sign the Agreement.

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

Yes:

No:

Absent:

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

## Economic Development Authority Board Participation Contract

**This Agreement** is made and entered into by and between the Charter Township of Union Board of Trustees, County of Isabella, hereinafter referred to as the **“Township Board,”** and the Economic Development Authority Board for the Charter Township of Union, County of Isabella, hereinafter referred to as the **“EDA,”** for the following improvements:

<b>Paved Shoulders for the 2022 South Lincoln Road improvements south of the bridge over the Chippewa River to Broomfield Road</b>	
Total additional Township funding support, as approved by the Board of Trustees on 3/9/2022	\$300,098.00
<b>EDA Share for installation of paved shoulders</b>	<b>\$120, 594.00</b>

Payment as stated above will be due upon receipt of invoice. Projects which carryover between fiscal years may be billed as the ratio of costs incurred to date.

The undersigned EDA Board official, by executing this agreement, certify they are authorized to enter into this agreement on behalf of the EDA Board.

**Charter Township of Union Economic  
Development Authority Board**

**Charter Township of Union Board of  
Trustees**

By: \_\_\_\_\_  
Thomas Kequom, Chair

By: \_\_\_\_\_  
Mark Stuhldreher, Manager

EDA Approval on: \_\_\_\_\_

Board Approval on: \_\_\_\_\_



2261 E. REMUS ROAD  
MT. PLEASANT, MI 48858

OFFICE PHONE: 989-773-7131

FAX: 989-772-2371

## Lincoln Road (Broomfield Rd Intersection to Bridge)

2/25/2022, 2:00 pm

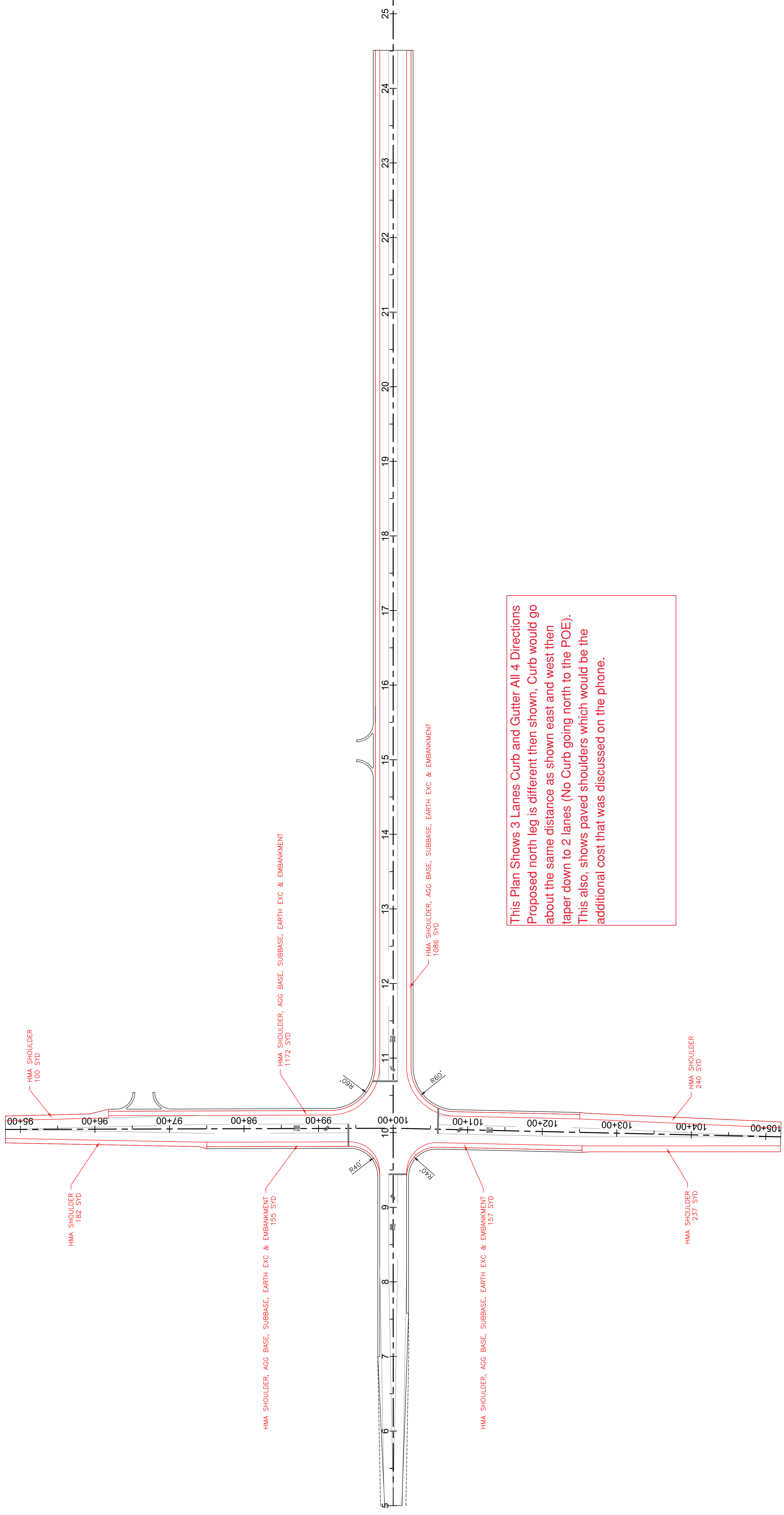
### Revenue

• State Earmark (Hauck)	- \$ 600,000
• MDOT Cat F Grant	- \$ 375,000
• EDA, Union Twp	- \$ 330,000
• Union Twp (Gen. Fund)	- \$ 167,000
• <u>Isabella CRC</u>	- \$ <u>167,000</u>
• Total	- \$1,639,000

Project Estimated Cost (Including Paved Shoulder) - \$2,118,098

Unfunded Portion ( \$ 479,098)

- Scope of Project, 3-Lanes all directions, Storm Sewer, Curb and Gutter Intersection, Portion of North leg taper down to 2-lanes (Includes Paved Shoulder).
- Road segment will be Class A when completed.
- No additional Easements/Grading permits required to construct project as scoped above.
- Will need to be bid out ASAP, In April for May Construction Start.
- State Funding and MDOT Grant need to be used by or before September 30, 2022.



This Plan Shows 3 Lanes Curb and Gutter All 4 Directions  
 Proposed north leg is different then shown, Curb would go  
 about the same distance as shown east and west then  
 taper down to 2 lanes (No Curb going north to the POE).  
 This also, shows paved shoulders which would be the  
 additional cost that was discussed on the phone.