

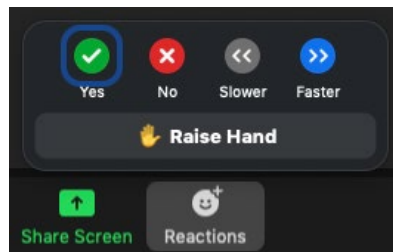
## Hybrid Meeting Instructions for the Economic Development Authority Board

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “849 6026 5496” Password enter “980373”). Access to the electronic meeting will open at 4:20 p.m. and meeting will begin at 4:30 p.m.

Telephone conference call, dial (312-626-6799). Enter “849 6026 5496” and the “#” sign at the “Meeting ID” prompt, and then enter “980373” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments will be taken at the Public Comment section of the agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press \*9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been made, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can 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.



**Economic Development Authority Board (EDA)  
Regular Meeting – Union Township Hall  
Tuesday, October 17, 2023, at 4:30 p.m.**

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - September 19, 2023, Regular Meeting
6. PRESENTATIONS
7. PUBLIC COMMENT
8. REPORTS
  - A. Accounts payable Approval – September  
East DDA District #248 – Check Register  
West DDA District #250 – Check Register
  - B. September Financial Reports: Income / Expense Statement; Balance Sheet  
East DDA District #248  
West DDA District #250
  - C. Board Member Matrix
9. NEW BUSINESS
  - A. RFBA - Adoption of the 2024 Schedule of EDA Board meetings
  - B. RFBA – FY2023 Budget Amendment #5 Approval and to Recommend to the Board of Trustees for Final Action.
  - C. RFBA – East – West DDA Funds – FY2024 Budget Approval and to Recommend to the Board of Trustees for Final Action
10. PENDING BUSINESS
11. DIRECTOR COMMENTS
12. ADJOURNMENT - Next regularly scheduled meeting Tuesday, November 21, 2023, at 4:30pm

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular Board Meeting  
Tuesday, September 19, 2023**

**MINUTES**

A regular meeting of the Charter Township of Union Economic Development Authority Board was held on September 19, 2023, at the Union Township Hall 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858.

**Meeting called to order at 4:30 p.m.**

**ROLL CALL**

Present: Figg, Zalud, Kequom, Mielke, Coyne, Barz, Sweet

Excused:

Absent: Chowdhary, Bacon

Others Present: Rodney Nanney – Community & Economic Development Director, Amy Peak – Building Services Clerk, Sherrie Teall – Finance Director

**APPROVAL OF AGENDA**

MOTION by **Mielke** 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 August 15, 2023, Informational meeting as presented. **MOTION CARRIED 7-0.**

MOTION by **Sweet** SUPPORTED by **Zalud** to APPROVE minutes from August 15, 2023, regular meeting as presented. **MOTION CARRIED 7-0.**

**PRESENTATION** - None

**PUBLIC COMMENT** - None

**ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

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

MOTION by **Zalud** SUPPORTED by **Sweet** to APPROVE the East DDA payables 8/16/23 – 9/19/23 in the amount of \$98,958.91 as presented. **MOTION CARRIED 7-0.**

Finance Director, Sherrie Teall reviewed the accounts payable for the West DDA. MOTION by **Figg** SUPPORTED by **Bacon** to APPROVE the West DDA payables 8/16/23 – 9/19/23 in the amount of \$50.00 as presented. **MOTION CARRIED 7-0.**

Financial reports were RECEIVED AND FILED by Chair Kequom

### **NEW BUSINESS**

- A. Community and Economic Development Director review the proposed FY2024 project priorities, including underground irrigation reconstruction along E Pickard Rd.  
Discussion held.  
Recommended budget will be brought before the EDA Board in October.

### **BOARD COMMENTS**

- Kequom inquired about the Crew Car and how it's managed and monitored.
- Mielke mentioned the Planning Commission is going through the Master Plan and Parks Plan this year.
- Mielke commented that the Board of Trustees is working on a 2023 survey for Union Township residents and thinks this survey will help the EDA Board with upcoming project priorities.
- Sweet commented he has a tough time with the thought of spending \$450,000 on irrigation and is interested in other options.
- Zalud noted the importance of improving the section of S. Lincoln Road between E. Remus Rd. (M-20) and the Chippewa River bridge to a three lane Class A roadway when repaving is warranted in the future.
- Zalud commented that he appreciates the head's up on the proposed budget before this comes to them as an action item for approval.

### **DIRECTOR COMMENTS**

- The township has applied for a Rural Readiness grant from MDARD.
- The E. Pickard Rd. (M-20) road reconstruction project is still on track to be completed for this year before 11/15/2023.
- J. Ranck is committed to flagging the path of our new streetlight wiring along M-20. The township will then have someone geo-locate the lines and work on getting this into Miss Dig.
- Amy Peak will not be attending the October meeting. The board packet will come from Tera Green.

Next regular EDA meeting to be held on Tuesday, October 17, 2023, at 4:30pm  
Meeting adjourned at 5:44pm

### **APPROVED BY**

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**Thomas Kequom, EDA Board Chair**

**(Recorded by Amy Peak)**

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
10/17/2023	248	4363	00072	BLOCK ELECTRIC	INSTALL FALL BANNERS ALONG PICKARD	150.00
10/17/2023	248	4364	00722	CHARTER TOWNSHIP OF UNION	WATER/SEWER BILLING-3RD Q 2023	2,482.06
10/17/2023	248	4365	00450	M M I	PARK BENCH/GROUNDS MAINT-SEP 2023	246.00
10/17/2023	248	4366	00649	THIELEN TURF IRRIGATION, INC.	WINTERIZE IRRIGATION ON PICKARD	1,000.00

248 TOTALS:

Total of 4 Disbursements:

3,878.06

10/09/2023 04:28 PM  
User: SHERRIE  
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
CHECK DATE FROM 09/20/2023 - 10/17/2023

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
10/17/2023	250	294	00337	ISABELLA COUNTY TREASURER	MTT BOR REFUND-2022 TAX YEAR	409.14
250 TOTALS:						
Total of 1 Checks:						409.14
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						409.14

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	YTD BALANCE	2023		YTD BALANCE	% BDGT
		09/30/2022	ORIGINAL	2023	09/30/2023	
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 248 - EAST DDA FUND						
Revenues						
Dept 000 - NONE						
248-000-402.000	CURRENT PROPERTY TAX	506,459.10	515,000.00	515,000.00	516,934.75	100.38
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	0.00
248-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00	300.00	300.00	3.63	1.21
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	(9,873.09)	(4,000.00)	(4,000.00)	0.00	0.00
248-000-445.000	INTEREST ON TAXES	0.00	500.00	500.00	0.66	0.13
248-000-573.000	STATE AID REVENUE-LCSA	0.00	60,000.00	69,000.00	0.00	0.00
248-000-665.000	INTEREST EARNED	2,777.76	8,600.00	60,000.00	45,137.89	75.23
248-000-672.000	OTHER REVENUE	14,820.00	1,000.00	1,000.00	0.00	0.00
Total Dept 000 - NONE		514,183.77	581,150.00	641,550.00	562,076.93	87.61
TOTAL REVENUES		514,183.77	581,150.00	641,550.00	562,076.93	87.61
Expenditures						
Dept 336 - FIRE DEPARTMENT						
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	78,174.73	80,000.00	80,000.00	79,658.26	99.57
Total Dept 336 - FIRE DEPARTMENT		78,174.73	80,000.00	80,000.00	79,658.26	99.57
Dept 728 - ECONOMIC DEVELOPMENT						
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	8,396.50	12,300.00	22,800.00	5,249.25	23.02
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00	5,000.00	5,000.00	246.00	4.92
248-728-801.003	SIDEWALK SNOWPLOWING	5,600.00	11,000.00	11,000.00	4,550.00	41.36
248-728-801.004	LAWN CARE	21,054.00	28,500.00	28,500.00	5,631.00	19.76
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	27,358.73	20,000.00	20,000.00	5,789.75	28.95
248-728-801.007	FLOWER / LANDSCAPE MAINTENANCE	11,503.00	21,000.00	21,000.00	6,329.00	30.14
248-728-826.000	LEGAL FEES	0.00	4,000.00	4,000.00	0.00	0.00
248-728-851.000	MAIL/POSTAGE	0.00	750.00	750.00	0.00	0.00
248-728-880.000	COMMUNITY PROMOTION	5,500.00	9,000.00	9,000.00	5,500.00	61.11
248-728-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
248-728-885.000	STREET LIGHT BANNERS/CHRISTMAS	8,837.00	20,000.00	20,000.00	5,505.00	27.53
248-728-900.000	PRINTING & PUBLISHING	11.97	250.00	250.00	0.00	0.00
248-728-920.000	ELECTRIC/NATURAL GAS	7,193.25	14,000.00	14,000.00	5,564.12	39.74
248-728-920.200	WATER & SEWER CHARGES	24,238.47	18,000.00	18,000.00	4,621.02	25.67
248-728-940.000	LEASE/RENT	1,135.00	875.00	875.00	0.00	0.00
248-728-955.000	MISC.	0.00	100.00	100.00	0.00	0.00
248-728-957.300	MEMBERSHIP & DUES	315.00	500.00	500.00	375.00	75.00
248-728-963.000	PROPERTY/LIABILITY INSURANCE	1,528.22	1,800.00	2,100.00	1,706.79	81.28
248-728-967.200	WATER SYSTEM PROJECTS	0.00	100,000.00	100,000.00	0.00	0.00
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	100,000.00	160,000.00	160,000.00	100.00
248-728-967.400	STREET/ROAD PROJECTS	0.00	400,000.00	572,000.00	168,571.77	29.47
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00	340,000.00	340,000.00	0.00	0.00
248-728-967.600	PARKS PROJECTS	10,060.00	0.00	0.00	0.00	0.00
248-728-974.000	LAND IMPRVMENTS-GENERAL	15,858.82	20,000.00	20,000.00	50.45	0.25
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00	80,000.00	5,000.00	0.00	0.00
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	0.00	40,000.00	40,000.00	50.45	0.13
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR	2,955.09	0.00	13,000.00	12,025.90	92.51
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	180.00	75,000.00	75,000.00	50.45	0.07
248-728-974.205	LAND IMPRVMENTS-HONEY BEAR LN	0.00	25,000.00	25,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		151,725.05	1,387,075.00	1,567,875.00	391,815.00	24.99

## PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	YTD BALANCE		2023		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2023 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Expenditures								
TOTAL EXPENDITURES		229,899.78		1,467,075.00	1,647,875.00	471,474.21		28.61
Fund 248 - EAST DDA FUND:								
TOTAL REVENUES		514,183.77		581,150.00	641,550.00	562,076.93		87.61
TOTAL EXPENDITURES		229,899.78		1,467,075.00	1,647,875.00	471,474.21		28.61
NET OF REVENUES & EXPENDITURES		284,283.99		(885,925.00)	(1,006,325.00)	90,602.72		9.00



PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	YTD BALANCE	2023		YTD BALANCE	% BDGT USED
		09/30/2022	ORIGINAL	2023	09/30/2023	
Fund 250 - WEST DDA FUND						
Revenues						
Dept 000 - NONE						
250-000-402.000	CURRENT PROPERTY TAX	397,780.60	413,000.00	413,000.00	414,115.58	100.27
250-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00	20.00	20.00	47.46	237.30
250-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	(409.14)	10.23
250-000-445.000	INTEREST ON TAXES	0.00	200.00	200.00	106.61	53.31
250-000-573.000	STATE AID REVENUE-LCSA	0.00	0.00	1,800.00	0.00	0.00
250-000-665.000	INTEREST EARNED	4,278.26	8,600.00	31,000.00	24,957.59	80.51
Total Dept 000 - NONE		402,058.86	417,820.00	442,020.00	438,818.10	99.28
TOTAL REVENUES		402,058.86	417,820.00	442,020.00	438,818.10	99.28
Expenditures						
Dept 336 - FIRE DEPARTMENT						
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	63,255.49	64,000.00	65,800.00	65,765.91	99.95
Total Dept 336 - FIRE DEPARTMENT		63,255.49	64,000.00	65,800.00	65,765.91	99.95
Dept 728 - ECONOMIC DEVELOPMENT						
250-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,167.50	5,270.00	15,770.00	3,292.50	20.88
250-728-801.003	SIDEWALK SNOWPLOWING	0.00	8,000.00	8,000.00	3,500.00	43.75
250-728-826.000	LEGAL FEES	0.00	1,000.00	1,000.00	0.00	0.00
250-728-851.000	MAIL/POSTAGE	0.00	750.00	750.00	0.00	0.00
250-728-880.000	COMMUNITY PROMOTION	5,500.00	8,000.00	8,000.00	5,500.00	68.75
250-728-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
250-728-900.000	PRINTING & PUBLISHING	0.00	500.00	500.00	0.00	0.00
250-728-940.000	LEASE/RENT	475.00	175.00	175.00	0.00	0.00
250-728-955.000	MISC.	0.00	100.00	100.00	0.00	0.00
250-728-957.300	MEMBERSHIP & DUES	315.00	400.00	400.00	375.00	93.75
250-728-959.500	CONTRIBUTIONS TO ROAD COMMISSION	0.00	40,000.00	0.00	0.00	0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	434,307.11	0.00	0.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		443,764.61	104,195.00	74,695.00	12,667.50	16.96
TOTAL EXPENDITURES		507,020.10	168,195.00	140,495.00	78,433.41	55.83
Fund 250 - WEST DDA FUND:						
TOTAL REVENUES		402,058.86	417,820.00	442,020.00	438,818.10	99.28
TOTAL EXPENDITURES		507,020.10	168,195.00	140,495.00	78,433.41	55.83
NET OF REVENUES & EXPENDITURES		(104,961.24)	249,625.00	301,525.00	360,384.69	119.52

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	13,674.78
248-000-002.000	SAVINGS	366,844.82
248-000-003.001	CERTIFICATE OF DEPOSIT	1,570,146.72
248-000-128.000	ASSETS HELD FOR SALE	20,463.92
<b>Total Assets</b>		<b>1,971,130.24</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	3,878.06
<b>Total Liabilities</b>		<b>3,878.06</b>
*** Fund Balance ***		
248-000-375.000	RESTRICTED FUND BALANCE	1,876,649.46
<b>Total Fund Balance</b>		<b>1,876,649.46</b>
<b>Beginning Fund Balance</b>		<b>1,876,649.46</b>
<b>Net of Revenues VS Expenditures</b>		<b>90,602.72</b>
<b>Ending Fund Balance</b>		<b>1,967,252.18</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,971,130.24</b>

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	1,046.61
250-000-002.000	SAVINGS	116,151.31
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	1,074,514.98
<b>Total Assets</b>		<b>1,191,766.60</b>
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	409.14
<b>Total Liabilities</b>		<b>409.14</b>
*** Fund Balance ***		
250-000-375.000	RESTRICTED FUND BALANCE	830,972.77
<b>Total Fund Balance</b>		<b>830,972.77</b>
<b>Beginning Fund Balance</b>		<b>830,972.77</b>
<b>Net of Revenues VS Expenditures</b>		<b>360,384.69</b>
<b>Ending Fund Balance</b>		<b>1,191,357.46</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,191,766.60</b>

## 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	Squattrito	2/15/2026
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	Nivia	McDonald	2/15/2026
9	Jessica	Lapp	2/15/2026
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Ryan	Buckley	2/15/2025
4 -	Vacant		12/31/2023
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2 (BOT Repesantive)	Jeff	Brown	11/20/2024
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Bryan	Neyer	12/31/2024
Alt #1	Randy	Golden	12/31/2024
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	12/31/2024
2	John	Dinse	12/31/2023
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



## Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2024
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
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	12/31/2025
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2025
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	vacant seat		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	12/31/2025
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2022
1-Member at Large	Mark	Stansberry	2/14/2025
2- Member at Large	Michael	Huenemann	2/14/2025

## REQUEST FOR EDA BOARD ACTION

<b>To:</b> Economic Development Authority Board	<b>DATE:</b> OCTOBER 4, 2023
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	<b>DATE FOR CONSIDERATION:</b> 10/17/2023
<b>ACTION REQUESTED:</b> To approve the schedule of regular and informational meetings of the Economic Development Authority for the 2024 calendar year to take place at 4:30 p.m. on the third Tuesday of each month, except as otherwise noted in the schedule, in accordance with the requirements of the Open Meetings Act.	

Current Action ☒ Emergency ☐

Funds Budgeted: If Yes ☐ Account # ☐ No ☐ N/A ☒

Finance Approval ☐

### **BACKGROUND INFORMATION**

The Open Meetings Act requires the Economic Development Authority schedule and post the annual meeting schedule prior to the start of the calendar year. In addition, as part of compliance with reporting requirements of Public Act 57 of 2018, the Economic Development Authority has an obligation to schedule and hold two (2) annual “informational meetings” solely to inform the public and governing bodies of each jurisdiction levying taxes subject to capture of the EDA’s goals and direction, including projects to be undertaken in the coming year.

### **SCOPE OF ACTIVITY**

To set the 2024 Economic Development Authority business meeting schedule.

### **JUSTIFICATION**

Scheduling and noticing the annual meeting schedule alert the citizens when Economic Development Authority meetings will be held. Additionally, adopting and posting the meeting schedule is required as part of the Open Meetings Act.

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

Board of Trustees goals addressed by adoption of a revised meeting schedule to add the informational meetings required per Act 57 (From Policy 1.0: Global End):

1. Community well-being and common good
6. Commerce

**COSTS**

N/A

**TIMETABLE**

N/A

**RESOLUTION**

To approve the schedule of regular and informational meetings of the Economic Development Authority for the 2024 calendar year to take place at 4:30 p.m. on the third Tuesday of each month, except as otherwise noted in the schedule, in accordance with the requirements of the Open Meetings Act.

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

Yes:

No:

Absent:

\_\_\_\_\_  
EDA Chair, Thomas Kequom

# CHARTER TOWNSHIP OF UNION

## Scheduled Meetings for 2024



### **BOARD OF TRUSTEES:** *(Second and Fourth Wednesday of each Month)*

January 10	April 3 ( <i>Joint Meeting</i> )	June 26	September 25
January 24	April 10	July 10	October 9
February 14	April 24	July 24	October 23
February 28	May 8	August 14	November 13
March 13	May 22	August 28	November 27
March 27	June 12	September 11	December 18

### **BOARD OF REVIEW:**

March 5 ( <i>Organizational Meeting</i> ) 9 a.m.	March 11 ( <i>Appeal Hearings</i> ) 3 p.m. – 9 p.m.	March 12 ( <i>Appeal Hearings</i> ) 9 a.m. – 3 p.m.
July 16 ( <i>Correct Qualified Errors</i> ) 9 a.m.	December 10 ( <i>Correct Qualified Errors</i> ) 9 a.m.	

### **EDA Board** *(Third Tuesday of each Month)* All meetings begin at 4:30p.m.

January 16	April 16	July 23 <i>Informational</i>	September 17
February 20	May 21	August 20 <i>Informational</i>	October 15
March 19	June 18	<i>**regular meeting to follow</i>	November 19
April 3 ( <i>Joint Meeting</i> )	July 16	August 20	December 17

### **PLANNING COMMISSION:** *(Third Tuesday of each Month)*

January 16	April 16	August 20	December 17
February 20	May 21	September 17	
March 19	June 18	October 15	
April 3 ( <i>Joint Meeting</i> )	July 16	November 19	

### **ZONING BOARD OF APPEALS:** *(First Wednesday of the following months)*

February 7	April 3 ( <i>Joint Meeting</i> )	June 5	October 2
March 6	May 1	September 4	December 4

### **JOINT MEETING DATE:** *(Board of Trustees, ZBA, Planning Commission, and EDA)* Date April 3 6:00pm

All the above meetings are to be held at the Union Township Hall, 2010 S. Lincoln Road except for the Annual Joint Meeting TBD. All meetings except for the Board of Review and EDA start at 7:00 p.m. Minutes and Agendas may be obtained at the Township Hall, during regular business hours. Phone 989-772-4600





- Decreased budget \$8,000 for lower water usage while part of the irrigation system is unusable during road construction underway on E Pickard Road
- Reduced the budget \$100,000 for S. Summerton water system engineering project not started in 2023
- Reduced the budget \$403,000 for Packard Rd and Corporate Drive paving/drainage projects that are waiting for Isabella County Road Commission acceptance
- Reduced the budget \$310,000 for sidewalk and pathway projects on Bud Street and S Isabella Road moved to the 2024 budget
- Reduced budget \$74,500 for improvements to property at Jonathon Lane not needed in 2023, the General Fund paid for the clean up/sidewalks
- Reduced budget \$24,500 for improvements to property at Honey Bear Lane not needed in 2023, sidewalk now budgeted in 2024
- Total net expenditures from all adjustments is a decrease of \$1,029,250 in the East DDA Fund

The summary budget amendment for the East DDA Fund is:

Revenues: \$ -0-

Expenditures:

728-Economic Development (1,029,250)

Total Expenditures (\$1,029,250)

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$1,029,250 compared to the existing amended budget

#### **West DDA Fund**

- No amendment is necessary for the West DDA Fund

#### **SCOPE OF SERVICES**

Not applicable

#### **JUSTIFICATION**

Budget amendments are required under the Uniform Budgeting and Accounting Act when it is known or anticipated that revenue and/or expenditures are likely to differ from the originally adopted budget. Sound financial management practices also dictate that the budget be amended in order to understand the current state of Authority finances so that any necessary adjustments in operations can be considered.

#### **PROJECT IMPROVEMENTS**

The following Board of Trustees goals are addressed in these budget amendments (From Policy 1.0: Global End).

1. Community well-being and common good
2. Prosperity through economic diversity, cultural diversity, and social diversity
3. Health and Safety
4. Natural Environment
5. Commerce

### **COSTS**

### **PROJECT TIMETABLE**

Respective budgets will be updated in the accounting system as soon as practical following approval by the EDA and the Board of Trustees.

### **RESOLUTION**

Authorization is hereby given to amend the Fiscal Year 2023 budget for the East DDA fund in the net amount of (\$1,029,250) in the 248 - East DDA Fund

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

Yes:

No:

Absent:

**Charter Township of Union**  
**248 - East DDA Fund**  
**2023 Budget Amendment #5**

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2022	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 9/26/2023	2023 PROPOSED AMENDED BUDGET	2023 PROPOSED BUDGET AMENDMENT
Revenues							
248-000-402.000	CURRENT PROPERTY TAX	506,459.10	515,000.00	515,000.00	516,934.75	515,000.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	(250.00)	0.00
248-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00	300.00	300.00	3.63	300.00	0.00
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	(9,873.09)	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00
248-000-445.000	INTEREST ON TAXES	0.00	500.00	500.00	0.66	500.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	62,229.26	60,000.00	69,000.00	0.00	69,000.00	0.00
248-000-665.000	INTEREST EARNED	6,537.73	8,600.00	60,000.00	40,083.53	60,000.00	0.00
248-000-672.000	OTHER REVENUE	14,820.00	1,000.00	1,000.00	0.00	1,000.00	0.00
TOTAL REVENUES		580,173.00	581,150.00	641,550.00	557,022.57	641,550.00	0.00
Expenditures							
Dept 336 - FIRE DEPARTMENT							
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	78,174.73	80,000.00	80,000.00	79,658.26	80,000.00	0.00
Total Dept 336 - FIRE DEPARTMENT		78,174.73	80,000.00	80,000.00	79,658.26	80,000.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	10,300.00	12,300.00	22,800.00	5,249.25	20,800.00	(2,000.00)
	*Reduced Budget for implementation consultations of the EDDA development plan moved to 2024 fiscal year						
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00	5,000.00	5,000.00	0.00	0.00	(5,000.00)
	*Reduced Budget as no maintenance needed to benches or receptacles during the road construction underway on Pickard St.						
248-728-801.003	SIDEWALK SNOWPLOWING	7,000.00	11,000.00	11,000.00	4,550.00	11,000.00	0.00
248-728-801.004	LAWN CARE	25,454.00	28,500.00	28,500.00	5,631.00	12,000.00	(16,500.00)
	*Reduced Budget for Lawn Care due to the road construction underway on Pickard St.						
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	28,035.46	20,000.00	20,000.00	4,789.75	12,000.00	(8,000.00)
	*Reduced Budget for Irrigation and Lighting repairs due to the road construction underway on Pickard St.						
248-728-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,403.75	21,000.00	21,000.00	6,329.00	12,000.00	(9,000.00)
	*Reduced Budget for flowers and landscape maintenance due to the road construction underway on Pickard St.						
248-728-826.000	LEGAL FEES	0.00	4,000.00	4,000.00	0.00	0.00	(4,000.00)
	*Reduced Budget as no legal fees are expected for fiscal year 2023						
248-728-851.000	MAIL/POSTAGE	0.00	750.00	750.00	0.00	0.00	(750.00)
	*Reduced Budget as no mail or postage needed in fiscal year 2023						
248-728-880.000	COMMUNITY PROMOTION	5,500.00	9,000.00	9,000.00	5,500.00	9,000.00	0.00

**Charter Township of Union**  
**248 - East DDA Fund**  
**2023 Budget Amendment #5**

248-728-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	40,000.00	0.00
248-728-885.000	STREET LIGHT BANNERS/CHRISTMAS	21,509.57	20,000.00	20,000.00	5,355.00	20,000.00	0.00
248-728-900.000	PRINTING & PUBLISHING	11.97	250.00	250.00	0.00	250.00	0.00
248-728-920.000	ELECTRIC/NATURAL GAS	10,236.77	14,000.00	14,000.00	5,564.12	10,000.00	(4,000.00)
	*Reduced Budget for electricity not used while some light poles are down during the road construction underway on Pickard St.						
248-728-920.200	WATER & SEWER CHARGES	24,385.21	18,000.00	18,000.00	2,290.31	10,000.00	(8,000.00)
	*Reduced Budget for lower water usage while part of the irrigation system is unusable during road construction underway on Pickard Street						
248-728-940.000	LEASE/RENT	1,135.00	875.00	875.00	0.00	875.00	0.00
248-728-955.000	MISC.	0.00	100.00	100.00	0.00	100.00	0.00
248-728-957.300	MEMBERSHIP & DUES	315.00	500.00	500.00	375.00	500.00	0.00
248-728-963.000	PROPERTY/LIABILITY INSURANCE	1,869.58	1,800.00	2,100.00	1,706.79	2,100.00	0.00
248-728-967.200	WATER SYSTEM PROJECTS	0.00	100,000.00	100,000.00	0.00	0.00	(100,000.00)
	*Reduced Budget for S. Summerton Water System engineering project not started in 2023						
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	100,000.00	160,000.00	160,000.00	160,000.00	0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00	400,000.00	572,000.00	168,571.77	169,000.00	(403,000.00)
	*Reduced Budget for Packard Rd and Corporate Drive Paving/Drainage projects that are waiting for ICRC acceptance						
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00	340,000.00	340,000.00	0.00	30,000.00	(310,000.00)
	*Reduced Budget for Sidewalk and Pathway Projects on Bud Street and Isabella Road moved to 2024 Budget						
248-728-967.600	PARKS PROJECTS	10,060.00	0.00	0.00	0.00	0.00	0.00
248-728-974.000	LAND IMPRVMNTS-GENERAL	15,858.82	20,000.00	20,000.00	50.45	0.00	(20,000.00)
	*Reduced Budget for new gateway entrance sign on the SW corner of E Pickard Rd moved to 2024 Budget						
248-728-974.200	LAND IMPRVMNTS-PICKARD RIGHT OF WAY	0.00	80,000.00	5,000.00	0.00	5,000.00	0.00
248-728-974.201	LAND IMPRVMNTS-5800 PICKARD/ENTERPRIS	0.00	40,000.00	40,000.00	0.00	0.00	(40,000.00)
	*Reduced Budget for demolition and replacement of the freestanding sign for the Enterprise Industrial Park moved to 2024 budget						
248-728-974.202	LAND IMPRVMNTS-2120 YATS DR	0.00	0.00	13,000.00	11,975.45	13,000.00	0.00
248-728-974.203	LAND IMPRVMNTS-JONATHON LANE	180.00	75,000.00	75,000.00	0.00	500.00	(74,500.00)
	*Reduced Budget for improvements to property at Jonathon Lane not needed in 2023, General Fund paid for the clean up/sidewalks						
248-728-974.205	LAND IMPRVMNTS-HONEY BEAR LN	0.00	25,000.00	25,000.00	0.00	500.00	(24,500.00)
	*Reduced Budget for improvement to property at Honey Bear Lane not needed in 2023, sidewalk now budgeted in 2024						
Total Dept 728 - ECONOMIC DEVELOPMENT		176,255.13	1,387,075.00	1,567,875.00	387,937.89	538,625.00	(1,029,250.00)
TOTAL EXPENDITURES		254,429.86	1,467,075.00	1,647,875.00	467,596.15	618,625.00	(1,029,250.00)
TOTAL REVENUES		580,173.00	581,150.00	641,550.00	557,022.57	641,550.00	0.00
TOTAL EXPENDITURES		254,429.86	1,467,075.00	1,647,875.00	467,596.15	618,625.00	(1,029,250.00)
NET OF REVENUES & EXPENDITURES		325,743.14	(885,925.00)	(1,006,325.00)	89,426.42	22,925.00	1,029,250.00
BEGINNING FUND BALANCE		1,550,905.00	1,876,648.14	1,876,648.14	1,876,648.14	1,876,648.14	

<div>Charter Township of Union 248 - East DDA Fund 2023 Budget Amendment #5</div>
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ENDING FUND BALANCE	<div>1,876,648.14</div>	<div>990,723.14</div>	<div>870,323.14</div>	<div>1,966,074.56</div>	<div>1,899,573.14</div>
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**To:** Economic Development Authority  
**FROM:** Sherrie Teall, Finance Director and  
Rodney C. Nanney, AICP, Community and  
Economic Development Director

**DATE:** October 9, 2023

**DATE FOR EDA CONSIDERATION:** October 17, 2023

**ACTION REQUESTED:** To approve the fiscal year 2024 Budget for the East DDA Fund and West DDA Fund and to forward the approved 2024 budgets to the Township Board of Trustees with a recommendation for final adoption

Current Action \_\_\_\_\_ Emergency \_\_\_\_\_

Funds Budgeted: If Yes \_\_\_\_\_ Account # \_\_\_\_\_ No \_\_\_\_\_ N/A **X**

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

### **BACKGROUND INFORMATION**

It is recommended that the FY2024 budget be approved by the Authority for the funds listed above and as shown in the attached. A brief description of the significant items for each fund follows. The attached budget detail also includes 10-year projections for each fund.

#### **EDDA Operating**

- Total appropriations budget is \$2,115,470
- Funding transfer of \$81,000 to the Fire Fund in support of the fire service delivery contract with Mt Pleasant
- Programs such as lawn mowing, irrigation, landscape maintenance, holiday lighting, banners and snowplowing are funded
- \$40,000 is budgeted to continue offering grant programs to assist local businesses with signage, beautification, and access improvements
- The budget is increasing from \$500 to \$1,000 to continue to support the operation and maintenance of the Mt. Pleasant Airport's courtesy vehicle
- \$10,000 is budgeted to help support the creation of a new set of seasonal gateway banners for the US-127 interchange
- Funding of \$450,000 is proposed for reconstruction of the underground irrigation system along both sides of E. Pickard Rd. (M-20). This amount is based on a preliminary cost estimate provided by the Township's irrigation contractor.
- Funding of \$25,000 is proposed for tree trimming and removal and replacement of dead trees along the E. Pickard Rd. (M-20) corridor. Staff anticipates making application to the Consumers Energy tree planting grant program in 2024 for additional funding to support the replacement tree element of this project.
- Funding of \$20,000 has been carried over from 2023 for the Installation of a new gateway entrance sign in partnership with Mid Michigan College and Consumers Energy on the SW corner E. Pickard Rd. (M-20) and S. Summerton Rd.
- Funding of \$40,000 has been carried over from 2023 for demolition and replacement of the dilapidated Enterprise Industrial Park freestanding sign at 5800 E. Pickard Rd., which may include use of an

electronic message board sign element to expand opportunities for promotion of industrial park businesses.

- Funding of \$550,000 is proposed for potential land assembly to help facilitate expanded industrial/research/warehouse/distribution center development opportunities and eligibility for state and federal economic development programs aimed at supporting local governments with funding for industrial site and infrastructure improvements.
- Funding of \$100,000 has been carried over from 2023 for engineering work needed to facilitate water system looping to support land zoned or planned for industrial uses on the S Summerton Rd. frontage of the Enterprise Industrial Park.
- A total of \$520,000 is proposed for sidewalk projects that include one side of Bud St. from E. Pickard Rd. (M-20) north to Jameson Park, along the east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd., and across the unbuilt road right-of-way owned by the Township on Honey Bear Lane to the adjacent Broadway Acres Mobile Home Park. These projects have been carried over from 2023.
- Funding of \$90,000 is proposed for installation of lighting along the new concrete sidewalk across the 5243 Jonathon Lane lot owned by the Township that connects E. Kay St./3rd St. to Jonathan Lane in the East DDA District. The sidewalk and perimeter fence improvements recently completed on this lot were funded by the Board of Trustees using American Rescue Plan Act (ARPA) funds received by the Township in 2022.
- Net revenue/expense for FY 2024 is (\$1,411,920)
- FY 2024 projected year end fund balance is \$487,654

#### **WDDA Operating**

- Total appropriation budget is \$369,800
- \$40,000 is budgeted to continue offering grant programs to assist local businesses with signage, beautification, and access improvements
- The budget is increasing from \$500 to \$1,000 to continue to support the operation and maintenance of the Mt. Pleasant Airport's courtesy vehicle
- \$10,000 is budgeted to help support the creation of a new set of seasonal gateway banners for the US-127 interchange
- Funding of \$50,000 is proposed for the development of a plan for streetlighting and additional streetscape improvements along E. Remus Rd. (M-20)
- Funding of \$175,000 is proposed for extension of the public sidewalk along E. Remus Rd. (M-20) north along Bradley St. to connect to the existing sidewalk in front of the Middle School (440 S. Bradley St.). The new sidewalks along E. Remus Rd. in the West DDA District have proved to be very popular with area residents. Staff has received a number of requests for this additional connector to complete a safe and convenient pedestrian link to the Middle School across the border to the north in the City of Mt. Pleasant
- Net revenue/expense for FY 2024 is \$116,850
- FY 2024 projected year end fund balance is \$1,249,348

#### **SCOPE OF SERVICES**

Not applicable

#### **JUSTIFICATION**



Budget adoption is required under the Uniform Budget Act. As per the DDA Act, Authority budgets are also required to be approved by the Township Board of Trustees. Board of Trustee approval is anticipated at their December 13, 2024 meeting.

**PROJECT IMPROVEMENTS**

The following Board of Trustee goals are addressed in these budgets:

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity, and social diversity
- Health and Safety
- Natural environment
- Commerce

**COSTS**

Not applicable

**PROJECT TIME TABLE**

The fiscal year begins January 1, 2024. Budget adoption is required prior to that date in order to expend resources throughout the fiscal year.

**RESOLUTION**

To approve the fiscal year 2024 Budget for the East DDA Fund and West DDA Fund and to forward the approved 2024 budgets to the Township Board of Trustees with a recommendation for final adoption

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

Yes:  
No:  
Absent:

BUDGET REPORT FOR CHARTER TOWNSHIP OF UNION  
Fund: 248 EAST DDA FUND

Calculations as of 12/31/2023							
GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED	RECOMMENDED
			BUDGET	THRU 12/31/23	ACTIVITY	BUDGET	BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
248-000-402.000	CURRENT PROPERTY TAX	506,459	515,000	516,935	515,000	557,000	557,000
248-000-402.100	PRIOR YEARS PROPERTY TAXES		(250)		(250)	(250)	(250)
248-000-412.000	DELQ PERSONAL PROPERTY CAPT		300	4	300	300	300
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	(9,873)	(4,000)		(4,000)	(4,000)	(4,000)
248-000-445.000	INTEREST ON TAXES		500	1	500	500	500
248-000-573.000	STATE AID REVENUE-LCSA	62,229	69,000		69,000	69,000	69,000
248-000-665.000	INTEREST EARNED	6,538	60,000	45,138	60,000	80,000	80,000
248-000-672.000	OTHER REVENUE	14,820	1,000		1,000	1,000	1,000
Totals for dept 000 - NONE		580,173	641,550	562,078	641,550	703,550	703,550
TOTAL ESTIMATED REVENUES		580,173	641,550	562,078	641,550	703,550	703,550

Calculations as of 12/31/2023							
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 AMENDED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 336 - FIRE DEPARTMENT							
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	78,175	80,000	79,658	80,000	81,000	81,000
Totals for dept 336 - FIRE DEPARTMENT		78,175	80,000	79,658	80,000	81,000	81,000
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	10,300	22,800	5,249	20,800	21,300	21,300
	FOOTNOTE AMOUNTS:					8,000	
	M M I FOR GROUNDS MAINTENANCE ALONG PICKARD					400	
	FOOTNOTE AMOUNTS:						400
	MID MICHIGAN CABLE CONSORTIUM FOR RECORDING MEETINGS					2,500	
	FOOTNOTE AMOUNTS:						400
	MMDC ANNUAL CLIENT FEE					400	
	FOOTNOTE AMOUNTS:						10,000
	AUDIT PRESENTATION					10,000	
	FOOTNOTE AMOUNTS:						21,300
	PLANNING/ENGINEERING CONSULTATIONS FOR IMPLEMENTATION OF EDDA DEV PLAN					21,300	
	GL # FOOTNOTE TOTAL:						
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES		5,000	246		5,000	5,000
	FOOTNOTE AMOUNTS:					5,000	
	MAINTENANCE TO PARK BENCHES, PLANTERS, TRASH RECEPTACLES AS NEEDED						
248-728-801.003	SIDEWALK SNOWPLOWING	7,000	11,000	4,550	11,000	15,000	15,000
248-728-801.004	LAWN CARE	25,454	28,500	5,631	12,000	35,000	35,000
	FOOTNOTE AMOUNTS:					29,000	
	LAWNCARE - E. PICKARD RD. RIGHT-OF-WAY						6,000
	FOOTNOTE AMOUNTS:						35,000
	LAWNCARE - ADDITIONAL EDDA DISTRICT PROPERTIES					35,000	
	GL # FOOTNOTE TOTAL:						
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	28,035	20,000	5,790	12,000	20,000	20,000
	FOOTNOTE AMOUNTS:					20,000	
	IRRIGATION/LIGHTING REPAIRS TO EXISTING SYSTEMS						
248-728-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,404	21,000	6,329	12,000	47,000	47,000
	FOOTNOTE AMOUNTS:					22,000	
	PLEASANT THYME HERB FARM - FLOWERS AND LANDSCAPE MAINTENANCE						25,000
	FOOTNOTE AMOUNTS:						47,000
	E. PICKARD RD. M-20 STREET TREE TRIMMING AND DEAD TREE REMOVAL/REPLACEMENT					47,000	
	GL # FOOTNOTE TOTAL:						
248-728-826.000	LEGAL FEES		4,000			4,000	4,000
	FOOTNOTE AMOUNTS:					4,000	
	ASSISTANCE WITH PROPERTY PURCHASE/TRANSFER/SALE AND AGREEMENTS AS NEEDED						
248-728-851.000	MAIL/POSTAGE		750				
248-728-880.000	COMMUNITY PROMOTION	5,500	9,000	5,500	9,000	16,500	16,500
	FOOTNOTE AMOUNTS:					5,000	
	EAST DDA CONTRIBUTION TO THE MT PLEASANT AREA CVB						500
	FOOTNOTE AMOUNTS:						1,000
	MISCELLANEOUS					1,000	
	FOOTNOTE AMOUNTS:						10,000
	MT. PLEASANT MUNICIPAL AIRPORT - CONTRIBUTION TO CREW CAR OPERATIONS					10,000	
	FOOTNOTE AMOUNTS:						16,500
	CONTRIBUTION TO CREATION OF NEW GATEWAY BANNERS FOR THE US-127 INTERCHANGE					16,500	
	GL # FOOTNOTE TOTAL:						
248-728-883.000	COMMUNITY IMPROVEMENT GRANTS		40,000		40,000	40,000	40,000
248-728-885.000	STREET LIGHT BANNERS/CHRISTMAS	21,510	20,000	5,505	20,000	23,000	23,000
	FOOTNOTE AMOUNTS:					23,000	
	BANNERS - INSTALLATION AND TAKE-DOWN						
248-728-900.000	PRINTING & PUBLISHING	12	250		250	250	250
248-728-920.000	ELECTRIC/NATURAL GAS	10,237	14,000	5,564	10,000	15,000	15,000
248-728-920.200	WATER & SEWER CHARGES	24,385	18,000	4,621	10,000	18,000	18,000

BUDGET REPORT FOR CHARTER TOWNSHIP OF UNION  
 Fund: 248 EAST DDA FUND

Calculations as of 12/31/2023							
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 AMENDED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-940.000	LEASE/RENT	1,135	875		875	1,200	1,200
	FOOTNOTE AMOUNTS:					1,200	
	STREETSCAPE EQUIPMENT STORAGE FACILITY RENTAL						
248-728-955.000	MISC.		100		100	100	100
248-728-957.300	MEMBERSHIP & DUES	315	500	375	500	500	500
248-728-963.000	PROPERTY/LIABILITY INSURANCE	1,870	2,100	1,707	2,100	2,200	2,200
248-728-967.200	WATER SYSTEM PROJECTS		100,000			100,000	100,000
	FOOTNOTE AMOUNTS:					100,000	
	S SUMMERTON RD WATER SYSTEM EXTENSION - ENGINEERING						
248-728-967.300	SEWER SYSTEM PROJECTS		160,000	160,000	160,000		
248-728-967.400	STREET/ROAD PROJECTS		572,000	168,572	169,000		
248-728-967.500	SIDEWALK/PATHWAY PROJECTS		340,000		30,000	520,000	520,000
	FOOTNOTE AMOUNTS:					250,000	
	NEW SIDEWALK ALONG THE EAST SIDE OF S. ISABELLA RD. FROM E. KAY ST. TO E. BROADWAY RD.						
	FOOTNOTE AMOUNTS:					200,000	
	NEW SIDEWALK FROM M-20 TO JAMESON PARK (BUD ST.)						
	FOOTNOTE AMOUNTS:					70,000	
	NEW SIDEWALK CONNECTOR (HONEY BEAR LANE OUTLOT)						
	GL # FOOTNOTE TOTAL:					520,000	
248-728-967.600	PARKS PROJECTS	10,060				90,000	90,000
	FOOTNOTE AMOUNTS:					90,000	
	LIGHTING FOR KAY ST TO JONATHAN LANE SIDEWALK						
248-728-971.000	CAPITAL OUTLAY-LAND					550,000	550,000
	FOOTNOTE AMOUNTS:					550,000	
	LAND ASSEMBLY - INDUSTRIAL						
	INCLUDES TITLE WORK/DUE DILIGENCE ASSISTANCE AND PURCHASES OF PRIORITY LOTS						
248-728-974.000	LAND IMPRVMENTS-GENERAL	15,859	20,000	50		20,000	20,000
	FOOTNOTE AMOUNTS:					20,000	
	INSTALLATION OF A NEW GATEWAY ENTRANCE SIGN - SW CORNER M-20 & S. SUMMERTON-CONSUMERS ENERGY PROPERTY						
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF W		5,000		5,000	450,000	450,000
	FOOTNOTE AMOUNTS:					450,000	
	RECONSTRUCTION OF IRRIGATION SYSTEM ALONG PICKARD						
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERI		40,000	50		40,000	40,000
	FOOTNOTE AMOUNTS:					40,000	
	DEMO AND REPLACE THE ENTERPRISE PARK FREESTANDING SIGN AT 5800 E. PICKARD RD. WITH AN ELECTRONIC MESSAGE BOARD						
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR		13,000	12,026	13,000	210	210
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	180	75,000	50	500	210	210
248-728-974.205	LAND IMPRVMENTS-HONEY BEAR LN		25,000		500		
Totals for dept 728 - ECONOMIC DEVELOPMENT		176,256	1,567,875	391,815	538,625	2,034,470	2,034,470
TOTAL APPROPRIATIONS		254,431	1,647,875	471,473	618,625	2,115,470	2,115,470
NET OF REVENUES/APPROPRIATIONS - FUND 248		325,742	(1,006,325)	90,605	22,925	(1,411,920)	(1,411,920)
BEGINNING FUND BALANCE		1,550,906	1,876,649	1,876,649	1,876,649	1,899,574	1,899,574
ENDING FUND BALANCE		1,876,648	870,324	1,967,254	1,899,574	487,654	487,654

Calculations as of 12/31/2023							
GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED	RECOMMENDED
			BUDGET	THRU 12/31/23	ACTIVITY	BUDGET	BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
250-000-402.000	CURRENT PROPERTY TAX	397,781	413,000	414,116	413,000	438,600	438,600
250-000-412.000	DELQ PERSONAL PROPERTY CAPT	27	20	47	20	50	50
250-000-414.000	PROPERTY TAX REFUNDS-BOR MTT		(4,000)	(409)	(4,000)	(4,000)	(4,000)
250-000-445.000	INTEREST ON TAXES	3	200	107	200	200	200
250-000-573.000	STATE AID REVENUE-LCSA	321	1,800		1,800	1,800	1,800
250-000-665.000	INTEREST EARNED	7,591	31,000	24,958	31,000	50,000	50,000
INTEREST RATES HAVE INCREASED							
Totals for dept 000 - NONE		405,723	442,020	438,819	442,020	486,650	486,650
TOTAL ESTIMATED REVENUES		405,723	442,020	438,819	442,020	486,650	486,650

BUDGET REPORT FOR CHARTER TOWNSHIP OF UNION  
Fund: 250 WEST DDA FUND

Calculations as of 12/31/2023							
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 AMENDED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 336 - FIRE DEPARTMENT							
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	63,255	65,800	65,766	65,800	66,000	66,000
Totals for dept 336 - FIRE DEPARTMENT		63,255	65,800	65,766	65,800	66,000	66,000
Dept 728 - ECONOMIC DEVELOPMENT							
250-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	3,168	15,770	3,293	15,770	13,300	13,300
	FOOTNOTE AMOUNTS:					400	
	MID MICHIGAN CABLE CONSORTIUM-RECORDING MEETINGS						
	FOOTNOTE AMOUNTS:					2,500	
	MMDC ANNUAL CLIENT FEE						
	FOOTNOTE AMOUNTS:					400	
	AUDIT PRESENTATION						
	FOOTNOTE AMOUNTS:					10,000	
	PLANNING/ENGINEERING CONSULTATIONS FOR IMPLEMENTATION OF WDDA DEV PLAN						
	GL # FOOTNOTE TOTAL:					13,300	
250-728-801.003	SIDEWALK SNOWPLOWING	1,000	8,000	3,500	8,000	8,000	8,000
250-728-826.000	LEGAL FEES		1,000		1,000		
250-728-851.000	MAIL/POSTAGE		750		750		
250-728-880.000	COMMUNITY PROMOTION	5,500	8,000	5,500	8,000	16,500	16,500
	FOOTNOTE AMOUNTS:					5,000	
	MT. PLEASANT AREA CVB - CONTRIBUTION FOR PROMOTION OF DISTRICT						
	FOOTNOTE AMOUNTS:					1,000	
	MT. PLEASANT MUNICIPAL AIRPORT - CONTRIBUTION TO CREW CAR OPERATIONS						
	FOOTNOTE AMOUNTS:					500	
	MISC. COMMUNITY PROMOTION						
	FOOTNOTE AMOUNTS:					10,000	
	CONTRIBUTION TO CREATION OF NEW GATEWAY BANNERS FOR US-127 INTERCHANGE						
	GL # FOOTNOTE TOTAL:					16,500	
250-728-883.000	COMMUNITY IMPROVEMENT GRANTS		40,000		40,000	40,000	40,000
250-728-900.000	PRINTING & PUBLISHING		500		500	500	500
250-728-940.000	LEASE/RENT	475	175		175		
250-728-955.000	MISC.		100		100		
250-728-957.300	MEMBERSHIP & DUES	315	400	375	400	500	500
250-728-967.400	STREET/ROAD PROJECTS	450,594					
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	524,940				175,000	175,000
	FOOTNOTE AMOUNTS:					175,000	
	SIDEWALK CONNECTOR ON BRADLEY ST N FROM REMUS RD. TO THE MIDDLE SCHOOL SIDEWALK						
250-728-974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF					50,000	50,000
	FOOTNOTE AMOUNTS:					50,000	
	PLAN FOR STREETLIGHTING-STREETSCAPE IMPROVEMENTS						
Totals for dept 728 - ECONOMIC DEVELOPMENT		985,992	74,695	12,668	74,695	303,800	303,800
TOTAL APPROPRIATIONS		1,049,247	140,495	78,434	140,495	369,800	369,800
NET OF REVENUES/APPROPRIATIONS - FUND 250		(643,524)	301,525	360,385	301,525	116,850	116,850
BEGINNING FUND BALANCE		1,474,498	830,973	830,973	830,973	1,132,498	1,132,498
ENDING FUND BALANCE		830,974	1,132,498	1,191,358	1,132,498	1,249,348	1,249,348

**Charter Township of Union**  
**East DDA Fund Long Term Forecast**  
**October, 2023**

Fiscal Year	Projected Year End 2023	Recommended Budget 2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Revenues</b>											
Property Tax <sup>1</sup>	515,550	557,550	579,852	603,046	615,107	627,409	639,957	652,756	665,812	679,128	692,710
Property Tax Refunds-MTT	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000
State Aid Revenue <sup>2</sup>	69,000	69,000	69,000	69,000	69,000	69,000	69,000	69,000	69,000	69,000	69,000
Interest Earned	60,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Other Revenue	1,000	1,000	100	100	100	100	100	100	100	100	100
<b>Total Revenues</b>	<b>641,550</b>	<b>703,550</b>	<b>724,952</b>	<b>748,146</b>	<b>760,207</b>	<b>772,509</b>	<b>785,057</b>	<b>797,856</b>	<b>810,912</b>	<b>824,228</b>	<b>837,810</b>
<b>Expenditures</b>											
Professional and Contractual Services <sup>3</sup>	120,625	224,050	235,253	247,015	254,426	262,058	269,920	278,018	286,358	294,949	303,797
Community Improvement Grants	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Fire Protection <sup>4</sup>	80,000	81,000	82,000	83,000	84,000	85,000	86,000	87,000	88,000	89,000	90,000
Projects <sup>5</sup>	378,000	1,770,420	450,000	450,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
<b>Total Expenditures</b>	<b>618,625</b>	<b>2,115,470</b>	<b>807,253</b>	<b>820,015</b>	<b>778,426</b>	<b>787,058</b>	<b>795,920</b>	<b>805,018</b>	<b>814,358</b>	<b>823,949</b>	<b>833,797</b>
<b>Excess of revenue over expenditures</b>	<b>22,925</b>	<b>-1,411,920</b>	<b>-82,301</b>	<b>-71,869</b>	<b>-18,219</b>	<b>-14,549</b>	<b>-10,863</b>	<b>-7,161</b>	<b>-3,447</b>	<b>279</b>	<b>4,013</b>
<b>Fund Balance - beginning of year</b>	<b>1,876,649</b>	<b>1,899,574</b>	<b>487,654</b>	<b>405,354</b>	<b>333,484</b>	<b>315,266</b>	<b>300,717</b>	<b>289,854</b>	<b>282,693</b>	<b>279,246</b>	<b>279,525</b>
<b>Projected Fund Balance - end of year</b>	<b>1,899,574</b>	<b>487,654</b>	<b>405,354</b>	<b>333,484</b>	<b>315,266</b>	<b>300,717</b>	<b>289,854</b>	<b>282,693</b>	<b>279,246</b>	<b>279,525</b>	<b>283,538</b>
<b>Fund Balance Policy<sup>6</sup></b>	<b>40,105</b>	<b>44,593</b>	<b>59,543</b>	<b>61,670</b>	<b>63,072</b>	<b>64,511</b>	<b>65,988</b>	<b>67,504</b>	<b>69,061</b>	<b>70,660</b>	<b>72,301</b>
<b>Amount over/(under) policy target</b>	<b>1,859,469</b>	<b>443,061</b>	<b>345,810</b>	<b>271,814</b>	<b>252,194</b>	<b>236,206</b>	<b>223,866</b>	<b>215,188</b>	<b>210,185</b>	<b>208,865</b>	<b>211,237</b>
<b>Fund balance percent of operating expenditures</b>	<b>789%</b>	<b>141%</b>	<b>113%</b>	<b>90%</b>	<b>83%</b>	<b>78%</b>	<b>73%</b>	<b>70%</b>	<b>67%</b>	<b>66%</b>	<b>65%</b>

Assumptions:

<sup>1</sup> Taxable value increases 4% per year for 2025 and 2026, with the following years increasing at 2% per year

<sup>2</sup> State Aid Revenue estimated to stay about the same from year to year

<sup>3</sup> Expenses increase 5% per year for 2025 and 2026, with the following years increasing at 3% per year

<sup>4</sup> Reimburse tax captures to Fire Fund for fire protection services

<sup>5</sup> Annual spending on projects assumption \$450,000 in 2025 and 2026, then \$400,000 each year from 2027 until 2033

<sup>6</sup> Fund balance policy equals 2 months of normal operational expenditures or 16.7% of operating expenditures

**Charter Township of Union**  
**West DDA Fund Long Term Forecast**  
**October, 2023**

Fiscal Year	Projected Year End 2023	Recommended Budget 2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Revenues</b>											
Property Tax <sup>1</sup>	415,020	440,650	458,276	476,607	486,139	495,862	505,779	515,895	526,213	536,737	547,472
Property Tax Refunds-MTT	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000
Interest Earned	31,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>Total Revenues</b>	<b>442,020</b>	<b>486,650</b>	<b>504,276</b>	<b>522,607</b>	<b>532,139</b>	<b>541,862</b>	<b>551,779</b>	<b>561,895</b>	<b>572,213</b>	<b>582,737</b>	<b>593,472</b>
<b>Expenditures</b>											
Professional and Contractual Services <sup>2</sup>	26,695	22,300	23,415	24,586	25,323	26,083	26,866	27,671	28,502	29,357	30,237
Community Promotion	8,000	16,500	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Community Improvement Grants	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Fire Protection <sup>3</sup>	65,800	66,000	67,000	68,000	69,000	70,000	71,000	72,000	73,000	74,000	75,000
Projects <sup>4</sup>	0	225,000	400,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
<b>Total Expenditures</b>	<b>140,495</b>	<b>369,800</b>	<b>538,415</b>	<b>640,586</b>	<b>642,323</b>	<b>644,083</b>	<b>645,866</b>	<b>647,671</b>	<b>649,502</b>	<b>651,357</b>	<b>653,237</b>
<b>Excess of revenue over expenditures</b>	<b>301,525</b>	<b>116,850</b>	<b>-34,139</b>	<b>-117,979</b>	<b>-110,184</b>	<b>-102,221</b>	<b>-94,086</b>	<b>-85,777</b>	<b>-77,289</b>	<b>-68,620</b>	<b>-59,766</b>
<b>Fund Balance - beginning of year</b>	<b>830,973</b>	<b>1,132,498</b>	<b>1,249,348</b>	<b>1,215,209</b>	<b>1,097,230</b>	<b>987,046</b>	<b>884,825</b>	<b>790,739</b>	<b>704,962</b>	<b>627,673</b>	<b>559,053</b>
<b>Projected Fund Balance - end of year</b>	<b>1,132,498</b>	<b>1,249,348</b>	<b>1,215,209</b>	<b>1,097,230</b>	<b>987,046</b>	<b>884,825</b>	<b>790,739</b>	<b>704,962</b>	<b>627,673</b>	<b>559,053</b>	<b>499,288</b>
<b>Fund Balance Policy<sup>5</sup></b>	<b>23,416</b>	<b>24,134</b>	<b>23,070</b>	<b>23,431</b>	<b>23,721</b>	<b>24,014</b>	<b>24,311</b>	<b>24,612</b>	<b>24,917</b>	<b>25,227</b>	<b>25,540</b>
<b>Amount over/(under) policy target</b>	<b>1,109,082</b>	<b>1,225,214</b>	<b>1,192,139</b>	<b>1,073,799</b>	<b>963,325</b>	<b>860,811</b>	<b>766,427</b>	<b>680,350</b>	<b>602,756</b>	<b>533,827</b>	<b>473,748</b>
<b>Fund balance percent of operating expenditures</b>	<b>806%</b>	<b>863%</b>	<b>878%</b>	<b>780%</b>	<b>694%</b>	<b>614%</b>	<b>542%</b>	<b>477%</b>	<b>420%</b>	<b>369%</b>	<b>326%</b>

**Assumptions:**

<sup>1</sup> Taxable value increases 4% per year for 2025 and 2026, with the following years increasing at 2% per year

<sup>2</sup> Expenses to increase 5% per year in 2025 and 2026, with the following years increasing at 3% per year

<sup>3</sup> Reimburse tax captures to Fire Fund for fire protection services' estimated to increase \$1,000 annually

<sup>4</sup> Annual spending on projects assumption \$400,000 in 2025, then \$500,000 beginning in 2026 until 2033

<sup>5</sup> Fund balance policy equals 2 months of normal operational expenditures or 16.7% of operating expenditures