

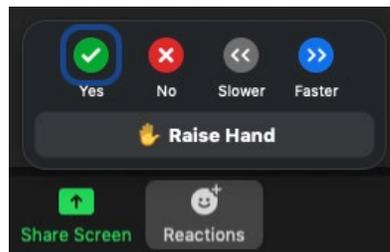
Hybrid Meeting Instructions for the Economic Development Authority Board

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, April 16, 2024, 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
 - February 20, 2024, Regular Meeting
 - March 19, 2024, Regular Meeting – No Quorum
6. PRESENTATION
7. PUBLIC COMMENT
8. REPORTS
 - A. Accounts payable Approval – February
East DDA District #248 – Check Register
West DDA District #250 – Check Register
 - B. February Financial Reports: Income / Expense Statement; Balance Sheet
East DDA District #248
West DDA District #250
 - C. Accounts payable Approval – March
East DDA District #228 – Check Register
West DDA District #250 – Check Register
 - D. March Financial Report: Income / Expense Statement; Balance Sheet
East DDA District #248
West DDA District #250
 - E. Board Member Matrix

9. NEW BUSINESS

- A. RFBA – Selection of Contractor for East Pickard Road Landscaping Improvements.
- B. RFBA - Holiday Lighting Agreement
- C. Discussion of possible EDA Board purchase of the Petro Plaza property for economic development purposes.
- D. Discussion of accomplishments, projects, desired outcomes, and other topics of discussion to share with the Board of Trustees during the 4/17/2024 Annual Joint Meeting.

10. PENDING BUSINESS

11. DIRECTOR COMMENTS

12. ADJOURNMENT

- Joint meeting Wednesday, April 17, 2024, at 6:00pm
- Next regularly scheduled meeting Tuesday, May 21, 2024, at 4:30pm

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, February 20, 2024**

MINUTES

A regular meeting of the Charter Township of Union Economic Development Authority Board was held on February 20, 2024, at the Union Township Hall 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858.

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

ROLL CALL

Present: Kequom, Bacon, Coyne, Mielke, and Sweet,
Excused: Barz, Figg, and Zalud
Absent: Chowdhary

Others Present: Rodney Nanney – Community & Economic Development Director, Sherrie Teall – Finance Director, and Tera Green – Administrative Assistant

APPROVAL OF AGENDA

MOTION by **Coyne** SUPPORTED by **Sweet** to APPROVE the agenda as presented. **MOTION CARRIED 5-0.**

APPROVAL OF MINUTES

MOTION by **Sweet** SUPPORTED by **Coyne** to APPROVE minutes from December 19, 2023, and January 16, 2024, regular meeting as presented. **MOTION CARRIED 5-0.**

PRESENTATION

- a. Ed DeGroat from DeGroat and Gentle presented an offer to sell Petro Plaza property in Enterprise Park to the East DDA. Discussion was held. It was the consensus that it will be brought back as a New Business Item for more discussion at the March 19th meeting.

PUBLIC COMMENT - None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Finance Director, Sherrie Teall reviewed the accounts payable for the East DDA and the West DDA. MOTION by **Sweet** SUPPORTED by **Mielke** to APPROVE the East DDA and West DDA payables as presented. **MOTION CARRIED 5-0.**

Financial reports were RECEIVED AND FILED by Chair Kequom

NEW BUSINESS

- A. **RFBA – Approval of the Gourdie-Fraser engineering services contract for new public sidewalks along portions of Bud St. and S. Isabella Rd. in the East DDA District**
Discussion was held. It is the board's hope to bid out future engineering service contracts for sidewalks.

MOTION by **Sweet** SUPPORTED by **Bacon** to approve the agreement with Gourdie-Fraser, Inc. in the amount not to exceed \$48,250.00 to provide civil engineering and construction

administration services for completion of approximately 1,950 linear feet of new sidewalk construction along the east side of Bud St. north from E. Pickard Rd. (M-20) to connect to Jameson Park, and along the east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd.; and to authorize the Township Manager to sign the agreement. **MOTION CARRIED 5-0.**

B. RFBA – Approval of the Gourdie-Fraser engineering service contract for a new public sidewalk along the west side of Bradley St. in the West DDA District

MOTION by **Sweet** SUPPORTED by **Coyne** to approve the agreement with Gourdie-Fraser, Inc. in the amount not to exceed \$22,000.00 to provide civil engineering and construction administration services for new sidewalk construction along the west side of Bradley Street north from E. Remus Rd. (M-20) approximately 770 feet to the south driveway of the Mt. Pleasant Middle School; and to authorize the Township Manager to sign the agreement. **MOTION CARRIED 5-0.**

MOTION by **Mielke** SUPPORTED by **Sweet** to table New Business Item C. Selection of Contractor for East Pickard Road Landscaping Improvements and item D. Holiday Lighting Agreement until the March 19th meeting. **MOTION CARRIED 5-0.**

DIRECTOR COMMENTS

- Nanney put a plug in for the Care Store Drive being held at the Township Hall through the end of February.
- Mielke commented on the April 17th Annual Joint Meeting.

Next regular EDA meeting to be held on Tuesday, March 19, 2024, at 4:30pm
Meeting adjourned at 5:36pm

APPROVED BY

Thomas Kequom, EDA Board Chair

(Recorded by Tera Green)

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, March 19, 2024**

MINUTES

A regular meeting of the Charter Township of Union Economic Development Authority Board was held on March 19, 2024, at the Union Township Hall 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858.

ROLL CALL

Present: Kequom, Bacon, Mielke, and Chowdhary
Excused: Barz, Zalud, Sweet, Coyne
Absent: Figg

Others Present: Mark Stuhldreher – Township Manager, Rodney Nanney – Community & Economic Development Director via Zoom, Sherrie Teall – Finance Director, and Amy Peak – Building Services Clerk

NO QUORUM

Next regular EDA meeting to be held on Tuesday, April 16, 2024, at 4:30pm
Joint Meeting to be held on Wednesday, April 17, 2024, at 6:00pm
Meeting adjourned at 4:43pm

APPROVED BY

Thomas Kequom, EDA Board Chair

(Recorded by Amy Peak)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
03/18/2024	248	113 (E)	00146	CONSUMERS ENERGY	2027 FLORENCE ST	47.38
					4923 E PICKARD ST	47.00
					4675 E PICKARD ST.	33.71
					4592 E PICKARD ST STE B	29.80
					4592 E PICKARD ST STE A	47.63
					5771 E PICKARD ST STE B	30.09
					5770 E PICKARD ST STE B	29.94
					5771 E PICKARD RD STE A	77.64
					5770 E PICKARD ST STE A	55.31
					5325 E PICKARD ST	92.44
					2029 2ND ST	70.69
					5157 E PICKARD ST STE B	29.94
					5157 E PICKARD ST STE A	44.89
					4900 E PICKARD ST	35.32
					1940 S ISABELLA RD	55.59
						<u>727.37</u>
03/19/2024	248	4389	01927	JOHNNY'S LAWN CARE, LLC	SNOW PLOWING SIDEWALK-EDDA	844.80
03/19/2024	248	4390	00450	M M I	PARK GROUND MAINTENANCE-FEB 2024	<u>246.00</u>

248 TOTALS:

Total of 3 Disbursements:

1,818.17

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

03/19/2024	250	298	01927	JOHNNY'S LAWN CARE, LLC	SNOW REMOVAL ON SIDEWALKS-WDDA	501.60
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250 TOTALS:

Total of 1 Checks:						501.60
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Less 0 Void Checks:						0.00
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Total of 1 Disbursements:						501.60
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User: SHERRIE

PERIOD ENDING 02/29/2024

DB: Union

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	0.00		557,000.00	557,000.00	0.00		0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)	0.00		0.00
248-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00		300.00	300.00	0.00		0.00
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)	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		69,000.00	69,000.00	0.00		0.00
248-000-665.000	INTEREST EARNED	4,998.31		80,000.00	80,000.00	13,250.33		16.56
248-000-672.000	OTHER REVENUE	0.00		1,000.00	1,000.00	0.00		0.00
Total Dept 000 - NONE		4,998.31		703,550.00	703,550.00	13,250.33		1.88
TOTAL REVENUES		4,998.31		703,550.00	703,550.00	13,250.33		1.88
Expenditures								
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		81,000.00	81,000.00	0.00		0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		81,000.00	81,000.00	0.00		0.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,053.50		21,300.00	21,300.00	3,402.90		15.98
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	5,000.00	0.00		0.00
248-728-801.003	SIDEWALK SNOWPLOWING	3,850.00		15,000.00	15,000.00	5,702.41		38.02
248-728-801.004	LAWN CARE	0.00		35,000.00	35,000.00	0.00		0.00
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	132.75		20,000.00	20,000.00	0.00		0.00
248-728-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00		47,000.00	47,000.00	0.00		0.00
248-728-826.000	LEGAL FEES	0.00		4,000.00	4,000.00	0.00		0.00
248-728-880.000	COMMUNITY PROMOTION	500.00		16,500.00	16,500.00	0.00		0.00
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	4,500.00		23,000.00	23,000.00	4,500.00		19.57
248-728-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00	0.00		0.00
248-728-920.000	ELECTRIC/NATURAL GAS	2,587.29		15,000.00	15,000.00	2,001.02		13.34
248-728-920.200	WATER & SEWER CHARGES	0.00		18,000.00	18,000.00	0.00		0.00
248-728-940.000	LEASE/RENT	0.00		1,200.00	1,200.00	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	0.00		500.00	500.00	0.00		0.00
248-728-963.000	PROPERTY/LIABILITY INSURANCE	1,706.79		2,200.00	2,200.00	(16.03)		(0.73)
248-728-967.200	WATER SYSTEM PROJECTS	0.00		100,000.00	100,000.00	0.00		0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		520,000.00	520,000.00	0.00		0.00
248-728-967.600	PARKS PROJECTS	0.00		90,000.00	90,000.00	0.00		0.00
248-728-971.000	CAPITAL OUTLAY-LAND	0.00		550,000.00	550,000.00	0.00		0.00
248-728-974.000	LAND IMPRVMENTS-GENERAL	0.00		20,000.00	20,000.00	0.00		0.00
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00		450,000.00	450,000.00	0.00		0.00
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	0.00		40,000.00	40,000.00	0.00		0.00
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR	0.00		210.00	210.00	0.00		0.00
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	0.00		210.00	210.00	0.00		0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		16,330.33		2,034,470.00	2,034,470.00	15,590.30		0.77
TOTAL EXPENDITURES		16,330.33		2,115,470.00	2,115,470.00	15,590.30		0.74

User: SHERRIE

DB: Union

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Fund 248 - EAST DDA FUND:								
	TOTAL REVENUES	4,998.31		703,550.00	703,550.00		13,250.33	1.88
	TOTAL EXPENDITURES	16,330.33		2,115,470.00	2,115,470.00		15,590.30	0.74
	NET OF REVENUES & EXPENDITURES	(11,332.02)		(1,411,920.00)	(1,411,920.00)		(2,339.97)	0.17

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BGD USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	0.00		438,600.00	438,600.00		0.00	0.00
250-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00		50.00	50.00		0.00	0.00
250-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
250-000-445.000	INTEREST ON TAXES	0.00		200.00	200.00		0.00	0.00
250-000-573.000	STATE AID REVENUE-LCSA	0.00		1,800.00	1,800.00		0.00	0.00
250-000-665.000	INTEREST EARNED	1,981.15		50,000.00	50,000.00		9,395.16	18.79
Total Dept 000 - NONE		1,981.15		486,650.00	486,650.00		9,395.16	1.93
TOTAL REVENUES		1,981.15		486,650.00	486,650.00		9,395.16	1.93
Expenditures								
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		66,000.00	66,000.00		0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		66,000.00	66,000.00		0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,500.00		13,300.00	13,300.00		2,500.00	18.80
250-728-801.003	SIDEWALK SNOWPLOWING	3,500.00		8,000.00	8,000.00		3,859.80	48.25
250-728-880.000	COMMUNITY PROMOTION	500.00		16,500.00	16,500.00		0.00	0.00
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
250-728-957.300	MEMBERSHIP & DUES	0.00		500.00	500.00		0.00	0.00
250-728-967.400	STREET/ROAD PROJECTS	0.00		50,000.00	50,000.00		0.00	0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		175,000.00	175,000.00		0.00	0.00
250-728-974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF WAY	0.00		50,000.00	50,000.00		0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		6,500.00		353,800.00	353,800.00		6,359.80	1.80
TOTAL EXPENDITURES		6,500.00		419,800.00	419,800.00		6,359.80	1.51
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		1,981.15		486,650.00	486,650.00		9,395.16	1.93
TOTAL EXPENDITURES		6,500.00		419,800.00	419,800.00		6,359.80	1.51
NET OF REVENUES & EXPENDITURES		(4,518.85)		66,850.00	66,850.00		3,035.36	4.54

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	22,669.45
248-000-002.000	SAVINGS	380,044.98
248-000-003.001	CERTIFICATE OF DEPOSIT	1,600,827.20
248-000-123.000	PREPAID EXPENSES	2,125.46
248-000-128.000	ASSETS HELD FOR SALE	20,463.92
Total Assets		2,026,131.01
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	1,818.17
Total Liabilities		1,818.17
*** Fund Balance ***		
248-000-375.000	RESTRICTED FUND BALANCE	1,876,649.46
Total Fund Balance		1,876,649.46
Beginning Fund Balance - 2023		1,876,649.46
Net of Revenues VS Expenditures - 2023		150,003.35
*2023 End FB/2024 Beg FB		2,026,652.81
Net of Revenues VS Expenditures - Current Year		(2,339.97)
Ending Fund Balance		2,024,312.84
Total Liabilities And Fund Balance		2,026,131.01

* Year Not Closed

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	24,701.54
250-000-002.000	SAVINGS	89,168.23
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	1,096,961.57
Total Assets		1,210,885.04
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	501.60
Total Liabilities		501.60
*** Fund Balance ***		
250-000-375.000	RESTRICTED FUND BALANCE	830,972.77
Total Fund Balance		830,972.77
Beginning Fund Balance - 2023		830,972.77
Net of Revenues VS Expenditures - 2023		376,375.31
*2023 End FB/2024 Beg FB		1,207,348.08
Net of Revenues VS Expenditures - Current Year		3,035.36
Ending Fund Balance		1,210,383.44
Total Liabilities And Fund Balance		1,210,885.04

* Year Not Closed

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
03/18/2024	248	113 (E)	00146	CONSUMERS ENERGY	2027 FLORENCE ST	47.38
					4923 E PICKARD ST	47.00
					4675 E PICKARD ST.	33.71
					4592 E PICKARD ST STE B	29.80
					4592 E PICKARD ST STE A	47.63
					5771 E PICKARD ST STE B	30.09
					5770 E PICKARD ST STE B	29.94
					5771 E PICKARD RD STE A	77.64
					5770 E PICKARD ST STE A	55.31
					5325 E PICKARD ST	92.44
					2029 2ND ST	70.69
					5157 E PICKARD ST STE B	29.94
					5157 E PICKARD ST STE A	44.89
					4900 E PICKARD ST	35.32
					1940 S ISABELLA RD	55.59
						<u>727.37</u>
03/19/2024	248	4389	01927	JOHNNY'S LAWN CARE, LLC	SNOW PLOWING SIDEWALK-EDDA	844.80
03/19/2024	248	4390	00450	M M I	PARK GROUND MAINTENANCE-FEB 2024	246.00
04/10/2024	248	114 (E)	00146	CONSUMERS ENERGY	1940 S ISABELLA RD	51.05
					2027 FLORENCE ST	42.52
					4923 E PICKARD	42.52
					4675 E PICKARD ST	30.52
					4592 E PICKARD ST SUTE B	29.49
					4592 E PICKARD ST STE A	42.64
					5771 E PICKARD	29.49
					5771 E PICKARD RD STE A	68.64
					5770 E PICKARD ST STE B	29.49
					5770 E PICKARD ST STE A	49.26
					5325 E PICKARD ST	81.49
					2029 2ND ST	62.51
					5157 E PICKARD ST STE B	29.34
					5157 E PICKARD ST STE A	40.07
					4900 E PICKARD ST	32.05
						<u>661.08</u>
04/16/2024	248	4391	00072	BLOCK ELECTRIC	SPRING BANNER INSTALL ON PICKARD ST	150.00
04/16/2024	248	4392	00722	CHARTER TOWNSHIP OF UNION	5800 E PICKARD, 2120 YATS DR, 5243 JONAT	164.22
04/16/2024	248	4393	01743	GREEN SCENE LANDSCAPING INC	FILL PLANTERS ON PICKARD	3,313.84
04/16/2024	248	4394	00450	M M I	PARK BENCH/GROUNDS MAINT-MAR 2024	246.00
						<u>246.00</u>

248 TOTALS:

Total of 8 Disbursements:

6,353.31

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

03/19/2024	250	298	01927	JOHNNY'S LAWN CARE, LLC	SNOW REMOVAL ON SIDEWALKS-WDDA	501.60
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250 TOTALS:

Total of 1 Checks:						501.60
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Less 0 Void Checks:						0.00
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Total of 1 Disbursements:						501.60
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User: SHERRIE

PERIOD ENDING 03/31/2024

DB: Union

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	0.00		557,000.00	557,000.00	0.00		0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)	0.00		0.00
248-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00		300.00	300.00	0.00		0.00
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)	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		69,000.00	69,000.00	0.00		0.00
248-000-665.000	INTEREST EARNED	9,538.78		80,000.00	80,000.00	19,628.63		24.54
248-000-672.000	OTHER REVENUE	0.00		1,000.00	1,000.00	0.00		0.00
Total Dept 000 - NONE		9,538.78		703,550.00	703,550.00	19,628.63		2.79
TOTAL REVENUES		9,538.78		703,550.00	703,550.00	19,628.63		2.79
Expenditures								
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		81,000.00	81,000.00	0.00		0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		81,000.00	81,000.00	0.00		0.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,667.00		21,300.00	21,300.00	3,648.90		17.13
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	5,000.00	0.00		0.00
248-728-801.003	SIDEWALK SNOWPLOWING	4,550.00		15,000.00	15,000.00	5,702.41		38.02
248-728-801.004	LAWN CARE	0.00		35,000.00	35,000.00	0.00		0.00
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	132.75		20,000.00	20,000.00	0.00		0.00
248-728-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00		47,000.00	47,000.00	3,313.84		7.05
248-728-826.000	LEGAL FEES	0.00		4,000.00	4,000.00	0.00		0.00
248-728-880.000	COMMUNITY PROMOTION	500.00		16,500.00	16,500.00	0.00		0.00
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	4,725.00		23,000.00	23,000.00	4,650.00		20.22
248-728-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00	0.00		0.00
248-728-920.000	ELECTRIC/NATURAL GAS	3,269.70		15,000.00	15,000.00	2,662.10		17.75
248-728-920.200	WATER & SEWER CHARGES	159.63		18,000.00	18,000.00	0.00		0.00
248-728-940.000	LEASE/RENT	0.00		1,200.00	1,200.00	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	0.00		500.00	500.00	0.00		0.00
248-728-963.000	PROPERTY/LIABILITY INSURANCE	1,706.79		2,200.00	2,200.00	2,109.43		95.88
248-728-967.200	WATER SYSTEM PROJECTS	0.00		100,000.00	100,000.00	0.00		0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		520,000.00	520,000.00	0.00		0.00
248-728-967.600	PARKS PROJECTS	0.00		90,000.00	90,000.00	0.00		0.00
248-728-971.000	CAPITAL OUTLAY-LAND	0.00		550,000.00	550,000.00	0.00		0.00
248-728-974.000	LAND IMPRVMENTS-GENERAL	0.00		20,000.00	20,000.00	0.00		0.00
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00		450,000.00	450,000.00	0.00		0.00
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	0.00		40,000.00	40,000.00	54.74		0.14
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR	0.00		210.00	210.00	54.74		26.07
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	0.00		210.00	210.00	54.74		26.07
Total Dept 728 - ECONOMIC DEVELOPMENT		18,710.87		2,034,470.00	2,034,470.00	22,250.90		1.09
TOTAL EXPENDITURES		18,710.87		2,115,470.00	2,115,470.00	22,250.90		1.05

User: SHERRIE

DB: Union

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Fund 248 - EAST DDA FUND:								
	TOTAL REVENUES	9,538.78		703,550.00	703,550.00		19,628.63	2.79
	TOTAL EXPENDITURES	18,710.87		2,115,470.00	2,115,470.00		22,250.90	1.05
	NET OF REVENUES & EXPENDITURES	(9,172.09)		(1,411,920.00)	(1,411,920.00)		(2,622.27)	0.19

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	0.00		438,600.00		438,600.00	0.00	0.00
250-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00		50.00		50.00	0.00	0.00
250-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)		(4,000.00)	0.00	0.00
250-000-445.000	INTEREST ON TAXES	0.00		200.00		200.00	0.00	0.00
250-000-573.000	STATE AID REVENUE-LCSA	0.00		1,800.00		1,800.00	0.00	0.00
250-000-665.000	INTEREST EARNED	3,928.38		50,000.00		50,000.00	13,981.08	27.96
Total Dept 000 - NONE		3,928.38		486,650.00		486,650.00	13,981.08	2.87
TOTAL REVENUES		3,928.38		486,650.00		486,650.00	13,981.08	2.87
Expenditures								
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		66,000.00		66,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		66,000.00		66,000.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,867.50		13,300.00		13,300.00	2,500.00	18.80
250-728-801.003	SIDEWALK SNOWPLOWING	3,500.00		8,000.00		8,000.00	3,859.80	48.25
250-728-880.000	COMMUNITY PROMOTION	500.00		16,500.00		16,500.00	0.00	0.00
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
250-728-957.300	MEMBERSHIP & DUES	0.00		500.00		500.00	0.00	0.00
250-728-967.400	STREET/ROAD PROJECTS	0.00		50,000.00		50,000.00	0.00	0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		175,000.00		175,000.00	0.00	0.00
250-728-974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF WAY	0.00		50,000.00		50,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		6,867.50		353,800.00		353,800.00	6,359.80	1.80
TOTAL EXPENDITURES		6,867.50		419,800.00		419,800.00	6,359.80	1.51
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		3,928.38		486,650.00		486,650.00	13,981.08	2.87
TOTAL EXPENDITURES		6,867.50		419,800.00		419,800.00	6,359.80	1.51
NET OF REVENUES & EXPENDITURES		(2,939.12)		66,850.00		66,850.00	7,621.28	11.40

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	20,853.22
248-000-002.000	SAVINGS	380,806.46
248-000-003.001	CERTIFICATE OF DEPOSIT	1,606,442.08
248-000-019.000	TAXES RECEIVABLE - WINTER TAX	61,904.48
248-000-084.703	DUE FROM CURRENT TAX FUND	498,259.66
248-000-128.000	ASSETS HELD FOR SALE	32,557.27
Total Assets		2,600,823.17
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	4,535.14
248-000-339.000	DEFERRED REVENUE	560,164.14
Total Liabilities		564,699.28
*** Fund Balance ***		
248-000-375.000	RESTRICTED FUND BALANCE	1,876,649.46
Total Fund Balance		1,876,649.46
Beginning Fund Balance - 2023		1,876,649.46
Net of Revenues VS Expenditures - 2023		162,096.70
*2023 End FB/2024 Beg FB		2,038,746.16
Net of Revenues VS Expenditures - Current Year		(2,622.27)
Ending Fund Balance		2,036,123.89
Total Liabilities And Fund Balance		2,600,823.17

* Year Not Closed

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	24,199.94
250-000-002.000	SAVINGS	89,388.74
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	1,101,326.98
250-000-019.000	TAXES RECEIVABLE - WINTER TAX	175,381.59
250-000-084.703	DUE FROM CURRENT TAX FUND	267,027.36
Total Assets		1,657,378.31
*** Liabilities ***		
250-000-339.000	DEFERRED REVENUE	442,408.95
Total Liabilities		442,408.95
*** Fund Balance ***		
250-000-375.000	RESTRICTED FUND BALANCE	830,972.77
Total Fund Balance		830,972.77
Beginning Fund Balance - 2023		830,972.77
Net of Revenues VS Expenditures - 2023		376,375.31
*2023 End FB/2024 Beg FB		1,207,348.08
Net of Revenues VS Expenditures - Current Year		7,621.28
Ending Fund Balance		1,214,969.36
Total Liabilities And Fund Balance		1,657,378.31

* 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	2/15/2026
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Jessica	Lapp	2/15/2026
6	Stan	Shingles	2/15/2027
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Thomas	Olver	2/15/2027
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 -	Lori	Rogers	12/31/2026
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2	Brian	Clark	12/31/2026
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	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
2	John	Dinse	12/31/2025
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
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026
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	12/31/2025
1-Union Township	Stan	Shingles	12/31/2026
2-Union Township	Allison	Chiodini	12/31/2025
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2024
1-Member at Large	Mark	Stansberry	2/14/2025
2- Member at Large	Michael	Huenemann	2/14/2025

To: Economic Development Authority Board **DATE:** February 15, 2024
FROM: Rodney C. Nanney, AICP **DATE FOR CONSIDERATION:** 2/20/2024
Community and Economic Development Director
ACTIONS REQUESTED: Approval of a contractor to provide landscaping improvements along E. Pickard Rd (M-20) corridor from Packard St. east through the US-127 interchange and east to S. Summerton Road, and to amend the FY2024 East DDA Fund budget for this project.

Current Action Emergency

Funds Budgeted in 2024: No If Yes Account #248-_____

Finance Approval _____

BACKGROUND INFORMATION

Landscaping along the E. Pickard Rd. (M-20) corridor plays a significant role in enhancing the overall appeal, functionality, and sustainability of this area, which is the gateway entrance to our East DDA District and for many coming into the greater Mt. Pleasant area from the east or from US-127. Well-designed landscaping improves the visual appeal of the corridor making it more attractive to residents, visitors, and potential investors. Lush greenery, colorful flowers and thoughtfully placed hardscape element can create a welcoming environment and leave a positive impression of our business community for residents and visitors.

The recent E. Pickard Rd. (M-20) road reconstruction and associated repairs and improvements to the US-127 overpass bridges significantly impacted the East DDA District landscaping along the M-20 corridor and within the US-127 interchange area. Most of the previous plantings were removed or destroyed during the construction activity.

In anticipation of the need to restore planter beds and re-plant the landscaped areas along this corridor, Township staff prepared a proposed scope of work and invitation to bid for the following set of services for the East DDA District:

- 1. Round concrete planters.** Refill all of the large round concrete planters as needed with a weed-free topsoil/growing medium suitable for planting of flowers by others. Eleven (11) of the planters will need to be completely refilled while the remainder will need to have topsoil added as needed to establish a level planting bed no more than two (2) inches below the top of the planter.
- 2. Park bench areas.** For the portion of the E Pickard Rd (M-20) corridor from Packard St. east to the US-127 interchange, design a mix of low-maintenance shrub and/or perennial plantings with edging, weed control, and suitable groundcover (mulch, stone, etc.) around each park bench area using suitable and hardy plantings in a manner similar to the example photo below (the updated design and plant mix do not need to be identical to the example). Replenish topsoil/growing medium as needed.
- 3. US-127 overpass area decorative planter beds.** For the decorative planter beds under and around the US-127 overpass, design a mix of low-maintenance shrub and/or

perennial plantings with edging, weed control, and suitable groundcover (mulch, stone, etc.). Plant materials should be suitable, and hardy based on the site conditions.

- 4. Install all landscaping improvements.** Prepare a maintenance plan, install all landscaping improvements per the designs as accepted by the Township, and maintain/water plant materials for an initial period until established.

Invitations to bid were sent to multiple local contractors, shared with members of the Chamber of Commerce and Home Builders Association, and published in The Morning Sun newspaper. In response, bid packages were received by the 2/9/2024 deadline from:

Contractor	Park Bench and Planters	US-127 Overpass	2024 Maintenance Planting Beds
Green Scene Landscaping, Inc.	\$19,368.96	\$24,988.92	\$11,596.80

SCOPE OF SERVICES

Consideration of bids for landscaping improvements along the E. Pickard Rd. (M-20) corridor from Packard St. east through the US-127 interchange and east to S. Summerton Road.

EVALUATION

While it is preferred to receive multiple bids for consideration, the bid from Green Scene Landscaping, Inc. was complete and submitted within the requested timeframe. The Green Scene bid includes three (3) separate proposals: Park Bench and Planters, US-127 Overpass, and a 2024 Maintenance Plan for Planting Beds. Green Scene Landscaping, Inc. has done work and designs from simple residential to large-scale commercial jobs. Green Scene’s work has included the recent Union Township Hall and Parking Lot Renovations. The Township Administration was fully satisfied with Green Scene’s previous work for the Township.

The EDA Board may, at its discretion, choose to accept the bid as presented, may direct staff to re-advertise the project to seek additional bids for consideration, or may request revisions to the scope of work or division of the project elements into separate invitations to bid.

JUSTIFICATION

The EDA Board is charged with overseeing local economic development activities within the DDA Districts. Consistent with the East DDA District’s Development Plan, EDA Board investments in the district are intended to help attract and retain businesses, to improve the visual character, function, and infrastructure in the district, and to expand opportunities for recreational activities, events, and tourism in the area. The EDA Board has invested substantial resources in the establishment and maintenance of public improvements in the East DDA District.

Installation and maintenance of landscape improvements along the E. Pickard Rd. (M-20) corridor is consistent with the East DDA District’s Development Plan and helps to establish a distinct visual character for this area that is welcoming to visitors and supports local business investment and

growth. A well-maintained and visually appealing M-20 corridor in the East DDA District can help to attract businesses, tourists, and investors, thereby stimulating economic development. Attractive streetscapes and green spaces can increase property values and encourage commercial activity, contributing to the economic vitality of the area.

BOARD OF TRUSTEES GOALS ADDRESSED

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

- 1. Community well-being and common good**
- 5. Commerce**

Attractive landscaping along the M-20 corridor helps to support commerce in the East DDA District (1.5), and to support a sustainable community (1.0). An attractive visual character helps to highlight the community’s high quality of life to attract visitors and new residents (1.2.1) and helps to achieve the Board of Trustees’ goal that all demographics withing the Township can feel welcomed, feel belonging, and engage with the community (1.1.1).

COSTS

For all three (3) elements of the Green Scene bid scope of services, the total cost would be \$55,954.68. If the EDA Board decides to accept the Green Scene bid as presented, a subsequent amendment to the FY2024 East DDA Fund budget would also be necessary to appropriate the funds for the proposed improvements.

PROJECT TIMETABLE

If approved and funds are appropriated, it is anticipated that the full scope of work would be completed in 2024.

RECOMMENDED RESOLUTION

To accept the bid from Green Scene Landscaping, LLC to provide the proposed scope of landscaping improvement services, including Park Bench and Planters, US-127 Overpass, and 2024 Maintenance Plan for Planting Beds, within the defined Service Areas of the East DDA District; to authorize Township Manager Mark Stuhldreher to sign a Service Agreement with Green Scene Landscaping, LLC for these services; and to amend the FY2024 East DDA Fund budget to add an appropriation of \$56,000.00 for these services.

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

Thomas Kequom, EDA Board Chair



Community and Economic Development Department

2010 S. Lincoln Rd.
Mt. Pleasant, MI 48858
989-772-4600 ext. 232

Union Township Economic Development Authority Board

REQUEST FOR BIDS:

East Pickard Road Landscaping Improvements

**PROPOSALS MUST BE RECEIVED BY
THE TOWNSHIP BEFORE 10:00 A.M.
ON FRIDAY, FEBRUARY 9, 2024**

Staff Contact Information

Rodney Nanney, AICP, Community and Economic Development Director
(989) 772-4600 Ext. 232
rnanney@uniontownshipmi.com

Scope of Request

The Charter Township of Union Economic Development Authority (EDA) Board is soliciting bids for landscaping improvements along the E. Pickard Rd. (M-20) corridor from Packard St. east through the US-127 interchange and east to S. Summerton Road.

Proposals received from bidders in response to this request will be used to aid the EDA Board in its efforts to provide continued reliable service at the lowest reasonable cost.

Service Area

The successful bidder would agree to provide landscape improvements as defined:

- 1. Round concrete planters.** Refill all of the large round concrete planters as needed with a weed-free topsoil/growing medium suitable for planting of flowers by others. Eleven (11) of the planters will need to be completely refilled while the remainder will need to have topsoil added as needed to establish a level planting bed no more than two (2) inches below the top of the planter.
- 2. Park bench areas.** For the portion of the E Pickard Rd (M-20) corridor from Packard St. east to the US-127 interchange, design a mix of low-maintenance shrub and/or perennial plantings with edging, weed control, and suitable groundcover (mulch, stone, etc.) around each park bench area using suitable and hardy plantings in a manner similar to the example photo below (the updated design and plant mix do not need to be identical to the example). Replenish topsoil/growing medium as needed.
- 3. US-127 overpass area decorative planter beds.** For the decorative planter beds under and around the US-127 overpass, design a mix of low-maintenance shrub and/or perennial plantings with edging, weed control, and suitable groundcover (mulch, stone, etc.). Plant materials should be suitable and hardy based on the site conditions.
- 4. Install all landscaping improvements.** Prepare a maintenance plan, install all landscaping improvements per the designs as accepted by the Township, and maintain/water plant materials for an initial period until established.



The successful bidder will be expected to enter into a service agreement with the EDA Board that more completely outlines the terms and conditions of the services to be provided.

Right of Decision/Rejection

The EDA Board reserves the right to make all decisions regarding this request, including, without limitation, the right to decide whether a proposal does or does not substantially comply with the requirements of or meet the objectives of this request. The EDA Board also reserves the right to reject any or all proposals received if it determines in its sole discretion that the proposals received will not achieve the objectives set forth in the Scope of Request.

Proposal Form and Deadline

1. **Form.** Proposals must include the contractor's proposed scope of services, detailed cost proposal, and a timeline for completion of each element of the project.
2. **Insurance.** Proposals must also include proof of liability, workers compensation, and vehicle insurance, along with the limits for each policy.
3. **References.** The bidder is encouraged to include client references or testimonials for their services, including but not limited to services provided to municipalities, hospitals, and other public facilities.
4. **Additional attachments.** The bidder may attach up to five (5) additional pages of information about the contractor or services to be provided.
5. **Deadline.** All proposals must be received by the Township at the Township Hall (2010 South Lincoln Road, Mount Pleasant, MI 48858) no later than **10:00 a.m. Friday, February 9, 2024.** Proposals received after this deadline will not be considered.

Procedural Questions

All procedural questions about this request should be directed to:

Rodney Nanney, AICP, Community and Economic Development Director
Charter Township of Union
2010 South Lincoln Road
Mount Pleasant, MI 48858

Phone: (989) 772-4600 Ext. 232
Email: rnanney@uniontownshipmi.com



To whom it may concern,

Green Scene Landscaping, Inc. has provided three drawings (3D) and an estimates for all of the sections that were requested. Included in these estimates you will find a maintenance plan for the 2024 season. If you have any questions, concerns, or would like to request any changes please do not hesitate to contact us. Upon any accepted estimates Green Scene Landscaping, Inc. will provide any insurance needed. Green Scene Landscaping, Inc. has done work and designs from simple residential to large scale commercial jobs. A few of these jobs that are similar to your expected work are as followed:

1. Union Township Hall and Parking Lot Renovations
2. City of Mount Pleasant (Street Scapes and parking lot renovations)
3. Isabella County (Multiple location throughout Mt. Pleasant)
4. United Apartments (design, redo, and Install Landscape/ Irrigation)
5. Fabiano's Residence and Distribution Centers

*Details and/ or more can be provided if requested

Other Services that Green Scene Landscaping, Inc. offers that you may not be aware of: Irrigation and service of irrigation, Hardscape, Landscape Lighting, and Lawn Maint. If you would like an estimate for any of these services please contact me.

Thank you for your time,

Jeff Adams

Green Scene Landscaping, Inc.

(989)621-0767 cell

(989)772-0430 office

jadams@greenscenelandscaping.com

Estimate

Green Scene Landscaping, Inc.

954 E. Remus Rd.
Mt. Pleasant, MI 48858
989-772-0430

Date	Estimate #
2/8/2024	18094

Name / Address
East Pickard Road Landscaping Imp.

Description	Quantity	Cost	Size	Total
BASE BID FOR BENCH AND PLANTER AREAS *14				
areas redo or new (Based of 3D designs-bench and planter)				
PLANT MATERIAL				
Dwarf Fountain Grass	56	34.00	#3 Pot	1,904.00T
Barberry Crimson Pygmy	28	40.00	#3 Pot	1,120.00T
Daylily Stella D'Oro	214	13.00	#1	2,782.00T
*Annual for the planters are to be provided/ planted by owner. We can provide a price upon request.				
TOTAL FOR PLANT MATERIAL				5,806.00
LANDSCAPE MATERIAL				
Natural Aluminum Edging	56	60.00	16' Unit	3,360.00T
Double Shredded Mulch	42	35.00	Yard	1,470.00T
Peat Moss	14	14.00	Bale	196.00T
Screen Planting Mix (to fill new planters and touch up existing planters)	8	48.00	Yard	384.00T
TOTAL FOR LANDSCAPE MATERIAL				5,410.00
REMOVE, PREPARE, AND INSTALL LANDSCAPE				
Remove unwanted items (existing plants and mulch)	1	1,400.00	Hr	1,400.00
Install New Landscape	1	5,600.00	Hr	5,600.00
Equipment usage and delivery fees	1	480.00	Hr	480.00

Total

Signature

Print Email Clearly for Invoices to be Emailed:

Phone #	Fax #	E-mail	Web Site
989-772-0430	989-779-9560	admin@greenscenelandscaping.com	greenscenelandscaping.com

Estimate

Green Scene Landscaping, Inc.

954 E. Remus Rd.
 Mt. Pleasant, MI 48858
 989-772-0430

Date	Estimate #
2/8/2024	18094

Name / Address
East Pickard Road Landscaping Imp.

Description	Quantity	Cost	Size	Total
TOTAL TO REMOVE, PREPARE, AND INSTALL LANDSCAPE				7,480.00
TOTAL TO COMPLETE THE BENCH AND PLANTER AREAS				18,696.00
NOTE: IF ANY PLANT MATERIAL CAN BE SAVED AND/OR REUSED WE WILL SUBTRACT QUANTITIES OFF OF FINAL INVOICE.				
Sales Tax		6.00%		672.96

	Total	\$19,368.96
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Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work as specified. WARRANTY: Our stock is warranted to be true and of the quality and size described as described above. All stock supplied and planted by us will be replaced once within a growing season of planting provided 1) materials died due to natural causes, 2) materials have received proper care, 3) all payments have been made as arranged.

Signature _____

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Estimate

Green Scene Landscaping, Inc.

954 E. Remus Rd.
Mt. Pleasant, MI 48858
989-772-0430

Date	Estimate #
2/8/2024	18095

Name / Address
East Pickard Road Landscaping Imp.

Description	Quantity	Cost	Size	Total
BASE BID FOR US-127 OVERPASS AREA (Based of 3D designs: US-127 overpass)				
PLANT MATERIAL (*four areas, each corner of the overpass)				
Flowering Crabapple (red or pink flower)	8	315.00	2" Cal.	2,520.00T
Dwarf Burning Bush	28	42.00	#3 Pot	1,176.00T
Grow-Low Sumac	56	38.00	#3 Pot	2,128.00T
Miniature Red Knock Out Rose	40	41.00	#3 Pot	1,640.00T
Dwarf Fountain Grass	20	34.00	#3 Pot	680.00T
Barberry Crimson Pygmy	28	40.00	#3 Pot	1,120.00T
Daylily Stella D'Oro	32	13.00	#1	416.00T
TOTAL FOR PLANT MATERIAL				9,680.00
LANDSCAPE MATERIAL				
Natural Aluminum Edging	12	60.00	16' Unit	720.00T
Double Shredded Mulch	32	35.00	Yard	1,120.00T
Peat Moss	8	14.00	Bale	112.00T
Outcropping Stone to match walls	10	540.00	Ton	5,400.00T
TOTAL FOR LANDSCAPE MATERIAL				7,352.00
REMOVE, PREPARE, AND INSTALL LANDSCAPE				

Total

Signature

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Green Scene Landscaping, Inc.

954 E. Remus Rd.
Mt. Pleasant, MI 48858
989-772-0430

Estimate

Date	Estimate #
2/8/2024	18095

Name / Address
East Pickard Road Landscaping Imp.

Description	Quantity	Cost	Size	Total
Remove unwanted items (existing plants, mulch, and grass)	1	1,200.00	Hr	1,200.00
Install New Landscape	1	5,280.00	Hr	5,280.00
Equipment usage and delivery fees	1	455.00	Hr	455.00
TOTAL TO REMOVE, PREPARE, AND INSTALL LANDSCAPE				6,935.00
TOTAL TO COMPLETE OVERPASS AREAS				23,967.00
NOTE: IF ANY PLANT MATERIAL CAN BE SAVED AND/OR REUSED WE WILL SUBTRACT QUANTITIES OFF OF FINAL BILL.				
NOTE: THERE ARE NO PLANTS UNDER THE OVERPASS. THEY WILL DIE- LACK OF RAIN WATER AND NO SUNLIGHT.				
Sales Tax		6.00%		1,021.92

	Total	\$24,988.92
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Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work as specified. WARRANTY: Our stock is warranted to be true and of the quality and size described as described above. All stock supplied and planted by us will be replaced once within a growing season of planting provided 1) materials died due to natural causes, 2) materials have received proper care, 3) all payments have been made as arranged.

Signature _____

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Estimate

Green Scene Landscaping, Inc.

954 E. Remus Rd.
Mt. Pleasant, MI 48858
989-772-0430

Date	Estimate #
2/8/2024	18096

Name / Address
East Pickard Road Landscaping Imp.

Description	Quantity	Cost	Size	Total
2024 MAINTENANCE PROGRAM FOR PICKARD PLANTINGS BEDS				
Water New Plant Material (Min. weekly)	26	325.00	Weekly	8,450.00
Weeding/ Spray Veg Killer	7	210.00	Monthly	1,470.00
Shrub/ Perennial Osmocote (slow release fert.) *every 3 months	2	515.00	Unit	1,030.00T
Fall Clean Up - Leaf Removal and Cut Perennials/ Grasses down	1	585.00	Unit	585.00
*Items that will have to done next year cont'd forward				
Double Shredded Mulch (labor included) - new mulch will be installed with the new installation, next year it will have to freshened up	1	0.00	Unit	0.00T
Trimming of shrubs & removal of clippings (July/August) -new shrubs are not recommended to be trimmed the year they are planted	1	0.00	Unit	0.00
TOTAL FOR 2024 MAINTENANCE PROGRAM FOR PICKARD PLANTINGS BEDS				11,535.00
Sales Tax		6.00%		61.80

	Total	\$11,596.80
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Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. WARRANTY: Our stock is warranted to be true and of the quality and size described as described above. All stock supplied and planted by us will be replaced once within a growing season of planting provided 1) materials died due to natural causes, 2) materials have received proper care, 3) all payments have been made as arranged.

Signature _____

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To: Economic Development Authority Board **DATE:** FEBRUARY 14, 2024
FROM: Rodney C. Nanney, AICP **DATE FOR CONSIDERATION:** 2/20/2024
Community and Economic Development Director

ACTIONS REQUESTED: To approve a new three (3) year service agreement with Hometown Decorations and Display, LLC to provide holiday decorations, display equipment, materials, and installation along E. Pickard Road in the East DDA District, subject to annual appropriation; and to authorize the Township Manager to sign the service agreement.

Current Action Emergency
Funds Budgeted: If Yes Account # 248-728-885.000
Finance Approval ST

BACKGROUND INFORMATION

Since at least 2015 the EDA Board has contracted with Hometown Decoration and Display, LLC of Hudsonville, Michigan to provide for holiday decorations on the light poles along the E. Pickard corridor within the boundaries of the East Downtown Development Authority District. The 2023 holiday season was the last year of the current agreement. At the request of the Director all decorations are proposed to be upgraded to LED lighting with our upgraded plugs and cords for the 2024 - 2026 holiday seasons.

Under the proposed agreement, the contractor has removed the green Christmas trees from the set of displayed elements. They reported that this change would be necessary for the LED upgrade “due to product and material availability.” If approved by the EDA Board, alternating red and white poinsettia decorations would be used for the annual display.

SCOPE OF SERVICES

Hometown Decorations and Display, LLC will furnish, install, and provide side-mount white and red poinsettia holiday decorations, display equipment and materials during the 2024 - 2026 winter holiday seasons at an annual rate of \$12,400.00.

JUSTIFICATION

The EDA Board is charged with overseeing local economic development activities within the DDA Districts. Consistent with the East DDA District’s Development Plan, EDA Board investments in the district are intended to help attract and retain businesses, to improve the visual character, function, and infrastructure in the district, and to expand opportunities for recreational activities, events, and tourism in the area. The EDA Board has invested substantial resources in the establishment and maintenance of public improvements in the East DDA District. The annual holiday decoration display, along with the associated display of banners and flowers during the remaining seasons of the year, is consistent with the East DDA District’s Development Plan and

helps to establish a distinct visual character for this area that is welcoming to visitors and supports local business investment and growth.

BOARD OF TRUSTEES GOALS ADDRESSED

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

- 1. Community well-being and common good**
- 2. Prosperity through economic diversity, cultural diversity, and social diversity**
- 5. Commerce**

The annual display of holiday decorations helps to support commerce in the East DDA District (1.5), and to support a sustainable community (1.0). The holiday display helps to highlight the community’s high quality of life to attract visitors and new residents (1.2.1) and helps to achieve the Board of Trustees’ goal that all demographics within the Township can feel welcomed, feel belonging, and engage with the community (1.1.1).

COSTS

The annual cost will be \$12,400.00 for all decorations that have been upgraded to LED with upgraded cords and plugs. \$23,000.00 has been appropriated in the adopted FY2024 East DDA Fund budget for streetlight maintenance, banner installations, and holiday decorations. In FY2023 a total of \$17,085.00 was charged to this line item. There are sufficient funds in this budget to accommodate the proposed scope of services.

PROJECT TIMETABLE

Decorations will be installed before November 30th of each year and will be removed shortly after the Christmas holiday season. The service agreement is for the holiday seasons of 2024, 2025 and 2026.

RESOLUTION

To approve a new three (3) year service agreement with Hometown Decorations and Display, LLC to provide holiday decorations, display equipment, materials, and installation along E. Pickard Road in the East DDA District, subject to annual appropriation in the amount of \$12,400.00 and to authorize the Township Manager to sign the service agreement.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

Thomas Kequom, EDA Board Chair

AGREEMENT

This agreement was made this _____ day of _____ 2024, between **Hometown Decoration and Display, LLC**, of Hudsonville, Michigan, hereinafter called "lessor," and the **Charter Township of Union – East DDA District**, called "lessee."

WITNESSETH:

Whereas the lessor has offered to provide and furnish Holiday Decorations, display equipment, and material to the lessee under the terms, conditions, and provisions hereinafter set forth, and, whereas the lessee is desirous of accepting and accepts the offer of the lessor to provide and furnish said Holiday Decorations, display equipment, and materials under said terms, conditions, and provisions.

NOW THEREFORE, the parties in consideration of the promises, and the promises of each to the other mutually made and accepted, covenant and agree:

1. Lessor agrees to furnish and provide Holiday Decorations, display equipment, and materials of the type hereinafter specified to the lessee during the winter holiday seasons of 2024, 2025 and 2026, and to install the same in a workman-like manner.
2. The decoration, display equipment, and materials that shall be furnished by the lessor for the use and benefit of the lessee for the 2024 holiday season shall consist of the components:

160 LED Lighted Red and White Poinsettia Decorations (80 poles) @ \$155.00 per pole
Total = \$12,400.00
3. Lessor shall complete the work to be performed by it so the decorations leased by it shall be ready for lighting according to the following schedule:
 - (A) Decorations to be installed in designated areas ready for lighting by November 30th in each year during the existence of the contract.
 - (B) Lessor shall remove decorations as soon as practicable after December 25, 2024, And December 25th of each subsequent year during the existence of the contract.
4. Lessor shall complete the plugging in of all decorations which require lighting and shall furnish connecting facilities required so said decorations may be plugged in for lighting.
5. Lessee agrees and undertakes to arrange to procure and secure such authorization as required in from any governmental unit; or agency of public authority to carry out its scheme for Holiday Decorations.
6. All damage to said decorations, equipment, and materials or any part thereof, shall be the responsibility of the lessor provided, however, that the lessee shall use reasonable care to prevent such damage.
7. Special Provisions:

The Charter Township of Union agrees to Hometown Decoration and Display lightly trimming tree limbs and/or slightly moving various brackets that may interfere with Holiday fixture(s).
8. Lessee agrees to furnish appropriate functional power outlets on all streetscape and/or light poles to be decorated.
9. Lessor shall maintain such insurance as will protect the lessee against any claims under the workers' compensation act and from claims for damage and because of bodily injury, including death, in the amount of not less than \$500,000. for each person and \$500,000. for each accident and for claims or property damage in an amount not less than \$500,000. for any person and \$500,000. for each accident.

10. The lessee agrees to pay the lessor for its services and the use of the materials designated in paragraph 2 hereof, \$12,400.00, which shall be paid to the lessor at 2645 24th Ave., Hudsonville, Michigan 49426 by the 10th day of December of the year to which such payment is attributable. Said sum shall include the installation by lessor of such decoration and removal of the decorations. If the lessee is on a rotation basis, decorations for the Holiday seasons of the year 2025 and 2026 will be of different types of the kind than those leased to the lessee for the Holiday season of the year 2024. But the decorations, materials, and supplies furnished shall, except for the wrapping of poles, be such as within a retail cost of \$250.00 to \$500.00 per unit. If you are on a rotation schedule and/or you have a three-year contract, the price for the decorations and services for the Holiday seasons 2025 and 2026, shall be the same as that for the year 2024, provided, however, that if an additional or more expensive type of decoration is required, the said price shall be increased in an amount to be negotiated by the parties. If a use of sales tax should be imposed by Michigan upon the lessor from its undertaking, the lessee is to reimburse the lessor in payments otherwise required by the terms hereof, within thirty (30) days after demand by the lessor.
11. This agreement shall be signed by October 31 of the year for which the Holiday decorations are provided. If not signed, Lessor may not be able to provide the Holiday decorations for that year.
12. If Lessor cannot perform its obligations under the terms of this Agreement because of acts of God, equipment failure, vehicle failure or damage, inclement weather, or damage reasonably beyond its control, or other causes reasonably beyond its control, such party shall not be liable to the other for any damages resulting from such failure to perform or otherwise from such causes. Lessor shall notify each other as soon as reasonably possible following an event described in this subsection.
13. This agreement shall be executed in two (2) counterparts, each of which is deemed to be, for all purposes, an original copy hereof.
14. This agreement shall be binding upon and inure to the benefit of the successors, assigns, and Legal representatives of the parties.

In witness whereof, the parties have caused the execution hereof by their duly authorized officers:

Lessor:

Hometown Decoration and Display, LLC

By: _____
Wendy Braun, President

Date: _____

Lessee:

Charter Township of Union – East DDA District

By: _____
Mark Stuhldreher, Township Manager

Date: _____

DDA Board, to capture the incremental increase in property taxes that result from improvements in the District to finance public improvements and redevelopment projects within the District, which furthers the goal of economic growth. Under Public Act 57 and in accordance with the adopted East DDA District Development Plan, the EDA Board can use funds captured through tax increment financing *“to pay for improvements that otherwise could not be afforded by either local businesses or government (or) to incentivize projects that otherwise are not feasible due to development costs that exceed possible revenue.”*

The East DDA District Development Plan, adopted in 2021, establishes improvement priorities that include the following that are directly relevant to the Petro Plaza property:

Property Acquisition. This involves the acquisition of property to accomplish the goals set forth by the DDA. There are times when key pieces of property become available for purchase within the DDA District, which require the DDA to purchase said properties for redevelopment or public purposes. This can also be a tool to assist with blight removal and demolition within the District.

Demolition. Occasionally, development opportunities require demolition of existing sites and structures. The DDA can participate in the costs of the demolition process when it is appropriate to spur new development opportunities.

Site Preparation. Costs associated with site preparation can be significant for both public and private investment. These costs include such activities as clearing and grubbing; compaction and sub-base preparation; cut and fill operations; dewatering, excavation for unstable material, foundation work (to address special soil concerns, retaining walls, temporary sheeting/shoring, specific and unique activities, etc.); anything on private property not in a public right-of-way to support density; and prohibitive costs to allow for greater density in accordance with local zoning, master plans, and Township goals.

Project Gap Funding. Recognizing that the cost of mixed-use, traditional development is higher than it is for undeveloped sites, the Township may, at its own discretion, commit project-specific future tax increment capture back to private projects for a specified period of time. The goal is to provide funding to close the “gap” that prevents the project from becoming a reality due to financial feasibility. For example, if the pro-forma for a project indicates that it cannot generate enough income to cover the cost of construction and a reasonable rate of return for a developer/investor, future tax increment can be committed to that development to make it feasible. It can also be used as a tool to attract companies and businesses to the Township to create new employment opportunities.

An element of the intent of establishing downtown development authorities and tax increment financing in Michigan was so that a DDA Board can capture and reinvest new tax increment funds in the DDA District to pay for improvements that otherwise could not be afforded by either local

businesses or government where these projects are determined to have long-term economic development benefits for the District or community as a whole.

This can include incentivizing completion of redevelopment or improvement projects that otherwise are not feasible due to development costs that exceed possible revenue, because the project can result in repositioning or repurposing a property to be a more productive asset or economic catalyst for additional growth and private investment.

State Act requirement for timely use of tax-captured funds.

Consistent with Section 910 Public Act 57 of 2018, as amended, it is the policy of the State of Michigan that tax-captured funds should be expended by the EDA Board within five (5) years of receipt. Retention of funds for more than five (5) years is subject to additional scrutiny and reporting requirements. As reported during our February meetings, the East DDA Fund had an ending available fund balance of over \$2,019,000. In 2023, revenues exceeded expenditures by about \$151,000.

As reported in the Annual Synopsis of EDA Board activities, use of East DDA funds remains consistent with this five (5) year policy for 2023 but is drawing closer to the point through our increasing fund balance where this policy and the additional reporting requirements and scrutiny will come into play.

Use of East DDA District funds to purchase the Petro Plaza property for economic development purposes is fully consistent with Public Act 57 requirements and with East DDA Development Plan priorities for expending tax-captured funds.

BACKGROUND INFORMATION – ZONING AND LAND DEVELOPMENT HISTORY.

The land at 2284 Enterprise Drive (PID 14-152-00-008-00) has been in an industrial zoning district classification since the Enterprise Industrial Park was initially developed in the late 1970s. The Petro Plaza office park was developed under the Township’s original 1971 Zoning Ordinance, which included offices as a principal permitted land use in the industrial zoning district.

Shortly after the development was completed, the Township adopted an updated 1981 Zoning Ordinance that no longer allowed for standalone offices to be developed in the I-2 zoning district. Instead, office uses in the industrial zoning district were only allowed as an “accessory use,” meaning the offices must be associated with and secondary to a principal industrial operation on the site. An example of this would be the nearby office building at 2113 Enterprise Dr. that was previously occupied by the main offices for the Burch Tank and Trailer operation on the same site and is now part of the Bandit Industries manufacturing facility at that location.

Subsequent zoning ordinance updates in 1991 and 2020 retained this same arrangement where offices are only allowed in the I-2 District as an accessory use.

Legal nonconforming uses.

One (1) of the five (5) buildings in the Petro Plaza office park (2266 Enterprise Dr.) is (or was until recently) occupied by professional offices not associated with an industrial operation. Under the

state Zoning Act (Public Act 110 of 2006, as amended) and our Zoning Ordinance, these principal office uses are considered to be legal nonconforming uses (commonly referred to as “grandfathered uses”), since they were lawfully established in the past but are not in compliance with the current zoning standards. As legal nonconforming uses, the principal office use of the building at 2266 Enterprise Dr. can continue indefinitely. New businesses can replace the current tenants as long as the principal office use remains the same.

The other four (4) buildings in the Petro Plaza (2250, 2258, 2274, and 2284 Enterprise Dr.) were occupied many years ago by the Saginaw Chippewa Indian Tribe for their Tribal College operations. The Enterprise Industrial Park is entirely located within the boundaries of the Isabella Indian Reservation and the Tribe is a recognized sovereign nation. While schools and institutions of higher education were not and are not specifically listed as allowable uses in the I-2 zoning district, the Tribe has jurisdiction over their operations and so the Tribal College is considered to have been lawfully established and maintained in these four (4) buildings. With regards to the future use of these buildings, it is institutions of higher education that are considered under our Zoning Ordinance to be the legal nonconforming use that is “grandfathered in.”

For these other four (4) buildings, any future office uses would be limited to an accessory use associated with an industrial operation on the site. Our Zoning Administrator confirmed to the current owner of the Petro Plaza, Mr. DeGroat, in a recent meeting that this would include an associated industrial operation located on a separate parcel of land within the Enterprise Industrial Park.

In addition to the legal nonconforming uses noted above, the Petro Plaza parcel and existing buildings can be used or redeveloped for any of the wide variety of allowable land uses listed in the I-2 zoning district (see attached).

BACKGROUND INFORMATION - OTHER EXISTING CONDITIONS.

The Petro Plaza site and buildings have been generally maintained at a consistent level. However, in addition to the zoning/land use challenges noted above, there are other existing condition factors that may benefit from a different approach through action by the EDA Board:

1. **Visual character and curb appeal.** The existing Petro Plaza monument-style sign has an obvious tilt that does not appear to have ever been intentional. Instead, it appears to be the result of a foundation failure under the leg closest to the street. This gives an unintended impression of neglect, even though the land and buildings are maintained. While kept neat, the building facades have an outdated appearance. The buildings also face inward, turning the less attractive side or rear facades to the public roads.
2. **Functionally obsolete design.** “*Functionally obsolete*” is defined in the Obsolete Property Rehabilitation Act (Public Act 46 of 2000, as amended) and other state laws that address rehabilitation of commercial property as “*the property is unable to be used to adequately perform the function for which it was intended due to a*”



substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property.”

These are low-rise, single-story buildings designed more than 40 years ago. While infrastructure has been maintained during occupancy, the design is inefficient by today's standards and limits re-use and modernization for energy efficiency and modern Class A office needs and character. There is also limited ability within the building envelope to create the type of highly adaptable office/flex-space design that would maximize a return on investment for new business attraction.

3. **Changing office marketplace.** The broad movement in the marketplace towards more flexible office environments was greatly accelerated by the COVID19 pandemic. Hybrid in-person and remote work is now common and many firms have made or are making decisions to reduce their office footprint and to transform the spaces they are maintaining into a more adaptable office/flex-space design that provides a variety of on-demand workspaces to fit the day-to-day needs of individual employees and project teams.

Existing buildings like these at Petro Plaza, which cannot be easily adapted to the current office marketplace priorities, have a high likelihood of languishing on the market or becoming subject to further deterioration in their position due to inadequate return.

4. **Specific need for industrial/warehouse space.** The Michigan Economic Development Corp. (MEDC) and Middle Michigan Development Corp. (MMDC) have both reported to the Director that there is a significant gap in mid-Michigan in terms of availability of flexible, high-bay (30+ foot height) open and unobstructed industrial/warehouse spaces in the 20,000 to 40,000 square-foot size. This is a current and ongoing need in our regional economic development marketplace.

The Township has limited land available that is planned and zoned for general industrial development and that is available with adequate road and utility infrastructure. If the existing buildings were to be demolished, the Petro Plaza property is of sufficient size to support the development of a 30,000 square-foot industrial building in a manner consistent with this need and the long-term vitality of the Enterprise Industrial Park.

EVALUATION

As the Petro Plaza property owner, Mr. DeGroat, made clear to the EDA Board in February, his priority is to sell the property “as-is” and not to rehabilitate it. The following evaluation of a potential purchase and redevelopment of this property by the EDA Board is based on the economic development principles in Public Act 57 that support establishment of DDA Districts, and the improvement priorities outlined in the East DDA District Development Plan and associated implementation strategies document adopted in 2021:

A. Strategic investment with long-term benefits.

Purchase, demolition, and redevelopment of the Petro Plaza property for industrial

purposes is consistent with the East DDA District Development Plan and the planned water and sewer utility capacity in this area. It is also consistent with the Township’s Master Plan, which designated the Petro Plaza property and surrounding land in the Enterprise Industrial Park for “*Industrial/Employment*” land uses. Investing East DDA funds into purchase and redevelopment of this functionally obsolete property will transform this visible corner lot in the industrial park and can help to stimulate additional private investment.

The change may take time to yield results, but the long-term benefits will be substantial. The improvements can lead to increased property value for the lot and can improve the perception of the entire industrial park for new business development.

B Market trends and industry direction.

The existing conditions associated with the Petro Plaza property are deficient as it relates to visual character and curb appeal, function, and ability to adapt and reposition the property for a changing marketplace. The office marketplace has fundamentally changed in recent years, so continuation of existing conditions without proactive action does not mean that the Petro Plaza site will remain “as is.” A lack of action has a higher likelihood of resulting in a further deterioration of position in the marketplace over time.

EDA Board purchase of the Petro Plaza would help to facilitate a successful conversion to a much needed high-bay industrial/warehouse space.

C. Stimulate additional investment and growth.

Petro Plaza occupies a key corner lot in the Enterprise Industrial Park. The current site does not add to the visual character, and the building orientation does not add to the vibrancy of this area of the Township. Demolition and redevelopment of this site for a new industrial/warehouse building can help to stimulate new business development and potentially additional private investment in the industrial park.

The EDA Board is uniquely positioned to improve/redevelop this site in the most effective manner for the benefit of the community and for new business attraction.

JUSTIFICATION

The Economic Development Authority Board was established by Township Board of Trustees resolution for the purpose of governing the East and West Downtown Development Authority districts in accordance with Public Act 57 of 2018, as amended, and to correct and prevent deterioration in the districts, to create and implement development plans and tax increment financing plans for each district, and to promote economic growth in the districts.

Purchase of the Petro Plaza provides a valuable opportunity to stimulate economic development by strategically repositioning the property to expand employment opportunities and maximize opportunities for new business attraction. This can serve as a strategic investment in the long-term prosperity of our community. This investment will benefit our local economy and also enhance the quality of life for our residents. It is an opportunity for the betterment of our community.

BOARD OF TRUSTEES GOALS ADDRESSED

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

- 1. Community well-being and common good**
- 5. Commerce**

EDA Board purchase and redevelopment of the Petro Plaza property can be consistent with supporting a sustainable community through the most effective use of resources that achieve the highest quality of life (1.0). Redevelopment of this industrial-zoned site would help to draw additional advanced manufacturing, distribution, engineering, and research facilities to the Township (1.5) and would also help to prevent establishment of potentially undesirable businesses that might otherwise come into these functionally obsolete buildings (1.5.1).

COSTS

If the EDA Board determines that potential purchase and redevelopment of this property can be consistent with the economic development priorities for the East DDA District and Enterprise Industrial Park, the recommended next step would be to secure an independent appraisal of the property prior to the start of any negotiations with the landowner. There are adequate funds included in the FY2024 East DDA Fund budget for this work.

PROJECT TIMETABLE

The landowner has indicated to the EDA Board that his priority is to sell the Petro Plaza property but did not set a specific timetable. If the EDA Board determines that potential purchase and redevelopment of this property can be consistent with the economic development priorities for the East DDA District and Enterprise Industrial Park, staff would begin work promptly and appropriated requests for EDA Board action would be included on future EDA Board meeting agendas for consideration and action.

RECOMMENDED RESOLUTION

To determine that potential purchase of the Petro Plaza parcel located at 2250-2284 Enterprise Drive (PID 14-152-00-008-00) in the Enterprise Industrial Park can be consistent with the economic development priorities for the East DDA District and Enterprise Industrial Park, and to authorize the Director to secure an independent appraisal of the property.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

Thomas Kequom, EDA Board Chair

DEGROAT AND GENTLE

Office Leasing
Petro Plaza Office Complex
Enterprise Park, Mt. Pleasant, MI

4901 Towne Centre Road
Suite 225
Saginaw, Michigan 48604
(989) 791-1099 PHONE
(989) 791-1216 FAX
eddegroat@yahoo.com

February 9, 2024

Charter Township of Union EDA Board
Attn. Thomas Kequom, Chair
2010 S. Lincoln Rd.
Mt. Pleasant, MI 48858

Re: Offer to sell property in Enterprise Park, Mt. Pleasant, Michigan.

Dear Mr. Kequom:

I am asking for your consideration for the EDA to purchase a property that my family has owned since December 1986 located at 2250-2284 Enterprise Drive, Mt. Pleasant (tax parcel 14-152-00-008-00). This property was built in 1981 as five individual office buildings, just as it remains now. It was used as office space when we purchased it and we continue to lease it as office space.

Over the years we have had many different tenants using the space solely as "office space" including; Michigan Education Association, Citizens Insurance, State of Michigan, Family Home Health Services, Hantz Financial Services, Discover Management Solutions, Heritage Food Services just to name a few. We were never informed that "office space" was not allowed.

When our last major tenant informed us of their plans to vacate by 12-31-23, we decided it was a good time to sell. We subsequently listed it with a local real estate broker and received a purchase agreement. Before closing the buyer was notified by Union Township that their intended use of office space was not allowed because the property was zoned "industrial". The property does not lend itself to any type of "industrial" use as defined by the township and I was informed that I will not be able to lease or sell it to anyone that does not fit that criteria. I am therefore left with an unusable property by seemingly no fault of mine. It is unclear if the zoning changed or if it is just a case of selective enforcement.

I would think the EDA would like to attract and retain business in the township rather than have an abandoned eyesore, so as a last resort, I am asking for the EDA to consider purchasing the property so perhaps they can find a suitable solution. The township assessor (the expert tasked with determining property valuation) has an S.E.V. of \$932,800 for the property, suggesting a market value of \$1,865,600. I don't claim to know property values in the area but I'm sure this is too high so we would like to offer a sale price equal to the actual S.E.V. amount of \$932,800.

I appreciate your consideration in this matter and look forward to your response.

Respectfully,

Edward J DeGroat Jr.

Edward J. DeGroat Jr., partner
DeGroat and Gentle
4901 Towne Centre Rd Ste 225
Saginaw MI 48604
(989) 239-8519
eddegroat@yahoo.com

Section 3.17 I-2, General Industrial District

STATEMENT OF PURPOSE

It is the intent of this district to provide sufficient land area in appropriate locations to meet the Township’s expected needs for all types of manufacturing, wholesale, and warehousing activities. It is intended that the external physical effects from such operations be confined to the I-2 District, to avoid detrimental impact on adjoining lands. It is the intent of this district to promote manufacturing that is free from danger of fire, explosions, toxic hazards, offensive noise, vibrations, smoke, odors, or other nuisances.

This district is intended for manufacturing, compounding, processing, packaging, assembly and/or treatment of finished or semi-finished products. It is not intended for the processing of raw material for shipment in bulk form to be used in an industrial operation in another location.

General Industrial Districts should be thoughtfully planned to separate industrial activities from less intensive land uses, make efficient use of the land, and conserve property values.

PRINCIPAL PERMITTED USES	SPECIAL USES
<ul style="list-style-type: none"> • Agricultural Processing and Packaging • Auctions, Permanent • Automobile repair shop or garage if all operations are conducted in an enclosed building • Bakeries • Contractor’s Yard • Distiller • Distribution Center • Dry Cleaning Plant, Commercial Laundry • Essential Services • Greenhouses • Kennel, Boarding • Landscape Contractor’s Operation • Lumber and Planning Mills • Major Repair and Maintenance Operations • Manufacturing, General • Manufacturing, Light • Motor Freight Facility • Municipal Public Utility Uses, such as Water Treatment Plants and Reservoirs, Sewage Treatment Plants, including outdoor storage • Outdoor Storage, General • Printing, Copying, and Bookbinding Operations • Recycling Centers • Recycling Collection Stations • Research Laboratories, Prototype Design and Development • Trade or Industrial Schools • Truck Terminal • Warehousing and Wholesale Trade Establishments • Wine Maker • Wireless Communication Towers 	<ul style="list-style-type: none"> • Automobile or Vehicle Storage • Concrete or Asphalt Paving Plant • Industrial Uses Not Otherwise Listed • Junkyards • Oil or Gas Processing Plant • Power Plant • Racetracks • Self-storage Facilities (Mini-Warehouse, Mini-Storage) • Truck Stop • Vehicle Impoundment Lot • Wind Energy Conversion System – On-Site • Wind Energy Conversion System – Utility-Scale
	ACCESSORY USES
	<ul style="list-style-type: none"> • Accessory Use, Building or Structure • Day Care Center, Child or Adult • Food Truck, Temporary Use • Limited Retail and Showroom Operations • Office, Professional, Technical or Administrative • Solar Energy Facility – Direct Use

The above list is a summary of uses permitted in the district. Refer to Section 6 for requirements applicable to specific uses. In case of a conflict between Section 3.4 and the above list, Section 3.4 shall prevail.

REQUIRED DIMENSIONS			
Lot Standards		Minimum Setbacks (ft.)	
Minimum Lot Width (ft.):	100	Front Yard ^(l) :	25
Minimum Lot Area (sq. ft.):	50,000	Side Yard ^(k) :	20
Maximum Lot Coverage:	60%	Rear Yard ^(k) :	30
Minimum Floor Area Per Unit (sq. ft.):	--		
Maximum Building Height (ft.):	60		

Footnotes: See Section 4.3.

The above list of Required Dimensions is a summary. Refer to Section 4 for dimensions applicable in each district. In case of a conflict between Section 4 and the above list, Section 4 shall prevail.

REFERENCES TO ADDITIONAL STANDARDS		
Site Plan Review Section 14.2	General Provisions Section 7	Environmental Performance Standards Section 8
Landscaping and Screening Section 10	Accessory Uses and Structures Section 7.5	Exterior Lighting Section 8.2
Signs Section 11	Nonconformities Section 12	Parking Section 9

[as amended 2/8/23]

5 BUILDING OFFICE PLAZA FOR SALE (LABELLE REALTY)

2284 Enterprise Dr, Mount Pleasant, MI 48858

Listing ID: 30843794
 Status: Active
 Property Type: Office For Sale
 Office Type: Business Park, Office Building
 Size: 25,570 SF
 Sale Price: \$1,000,000
 Unit Price: \$39.11 PSF
 Sale Terms: Cash to Seller



Overview/Comments

2.8 acre office complex with 5 buildings consisting of approximately 25,570 square feet. Approximately 5,200 square feet per building with 125 parking spaces. Close proximity to US 127 and M-20.

More Information Online

<https://labellerealty.catylist.com//listing/30843794>

QR Code

Scan this image with your mobile device:



General Information

Taxing Authority: Charter Township of Union Tax ID/APN: 14-152-00-008-00 Office Type: Business Park, Office Building Zoning: I2 Property Use Type: Vacant/Owner-User	Building Name: Petro Plaza Gross Building Area: 25,570 SF Building/Unit Size (RSF): 25,570 SF Land Area: 2.80 Acres Sale Terms: Cash to Seller
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Area & Location

Property Visibility: Good
 Highway Access: Close proximity to US 127 and M-20.
 Site Description: 5 office buildings located on 2.8 acres

Building Related

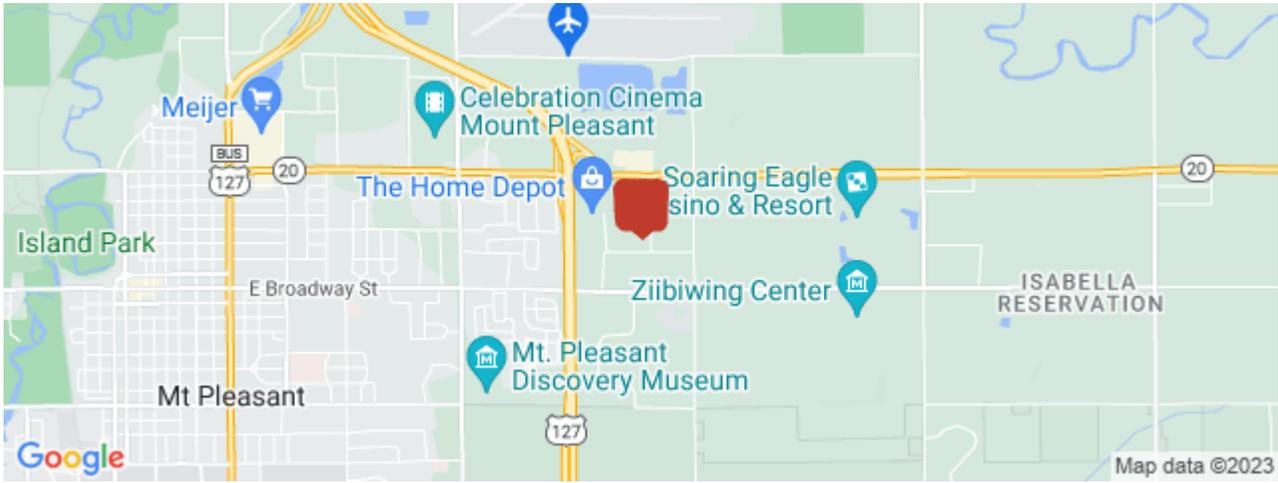
Total Number of Buildings: 5 Number of Stories: 1 Typical SF / Floor: 5,200 SF Year Built: 1981 Roof Type: Flat Construction/Siding: Brick Parking Type: Surface Parking Description: 125 parking spaces	Total Parking Spaces: 125 Passenger Elevators: 0 Freight Elevators: 0 Sprinklers: None Heat Type: Natural Gas Heat Source: Central Air Conditioning: Package Unit Interior Description: Currently built out for office space
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Land Related

Zoning Description: Industrial Lot Frontage: 328 Lot Depth: 374 Water Service: Municipal	Sewer Type: Municipal Legal Description: T14N R4W, SEC 13; ENTERPRISE PARK LOT 8 & S 12.75 FT. OF LOT 9
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Location

Address: 2284 Enterprise Dr, Mount Pleasant, MI 48858
County: Isabella
MSA: Mount Pleasant



Property Images



2



3



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Property Contacts



Brandon LaBelle

LaBelle Realty
989-621-3025 [0]
brandon@labellerealty.net