

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

**MINUTES**

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

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

**ROLL CALL**

Present: Kequom – Union Township, Isabella County, Mielke – Union Township, Isabella County, Michigan, Figg – Union Township, Isabella County, Barz – Union Township, Isabella County, Sweet – Union Township, Isabella County, Chowdhary – Union Township, Isabella County, Michigan, Coyne – Union Township, Isabella County

Excused:

Absent: Bacon, Hunter, Zalud

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

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

MOTION by Barz SUPPORTED by Figg to APPROVE minutes from the February 16, 2021 regular meeting as presented.

**MOTION CARRIED 7-0.**

**PRESENTATIONS** - None

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

**REPORTS**

**ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS**

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

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

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

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

Finance Director Sherrie Teall reviewed financial reports.

Finance Director Sherrie Teall reviewed Projects Budgeted for 2021.

Financial reports were RECEIVED AND FILED by Chair Kequom

**NEW BUSINESS**

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

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

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

#### **PENDING BUSINESS**

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

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

#### **GENERAL DISCUSSION**

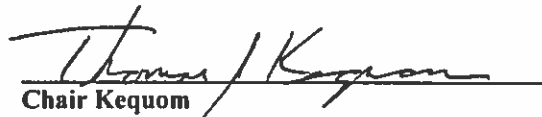
- MDOT and future road improvements
- Figg thanked Rodney for progression with projects.

#### **DIRECTOR COMMENTS**

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

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

APPROVED BY

  
Chair Kequom

(Recorded by Amy Peak)