

**Notice of an Electronically Conducted  
Regular Meeting of the Charter Township of Union  
Economic Development Authority**

Notice is hereby given that the Charter Township of Union Economic Development Authority will conduct their regularly scheduled March 16, 2021 meeting electronically at 4:30 p.m., consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended).

There will be no in-person public attendance in the Township Hall Board Room (2010 S Lincoln Rd., Mt. Pleasant, MI 48858), although some EDA Board members and Township staff may choose to participate from this location.

All interested persons may attend and participate. The public may participate in the meeting by computer and smart phone using the following link to the electronic meeting location:  
<https://us02web.zoom.us/j/81144214764?pwd=MDlGM3pQZDN2U0NIYVZFmGIHMk5TUT09>  
(Meeting ID: "811 4421 4764" Password enter "896944"). The moderator will open public access to the electronic meeting space at 4:20 p.m.

To participate via telephone conference call, please call (312) 626-6799. Enter "811 4421 4764" and the "#" sign at the "Meeting ID" prompt, and then enter "896944" at the "Password" prompt. Lastly, re-enter the "#" sign again at the "Participant ID" prompt to join the meeting.

The meeting agenda, packet of materials relating to the meeting, and instructions for connecting to the meeting electronically are available on the Township's website under "Minutes and Board Packets" at <http://www.uniontownshipmi.com/>.

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Economic Development Authority, please use the "Raise Your Hand" button at the bottom center of the screen. To raise your hand for telephone dial-in participants, press "star" and then the number "nine" (\*9). The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

If there are a large number of participants, the Chair may choose to call on individuals by name or telephone number. Please speak clearly and provide your name and address before making your comments. Please note that the meeting moderator will control the muting and unmuting of participants during public comment.

Written comments to the Economic Development Authority may also be delivered to the drop box at the Township Hall. Comments received prior to 3:00 p.m. on 3/16/2021 will be read aloud to the Economic Development Authority.

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

**Instructions to Participate in an Electronically Conducted  
Regular Meeting of the Charter Township of Union  
Economic Development Authority**

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(Meeting ID: "811 4421 4764" Passcode "896944").

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The moderator will open public access to the electronic meeting space at 4:20 p.m.

**Raise Your Hand for Citizen Participation During the Public Comment Periods**

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Economic Development Authority, please **click on the "Raise Your Hand" icon** near the bottom of your screen.



Click "Lower Hand" to lower it if needed. The host will be notified that you've raised your hand. The Mute/Unmute function will be controlled by the meeting moderator.

**To raise your hand for telephone dial-in participants, press "star" and then the number "nine" (\*9).**

The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

**Do I need to download the Zoom app to access the meeting?** No. Use of the Zoom app is recommended for the best experience, but you will have options to "download & run Zoom" or "join from your browser" when you click on the link to join the meeting.

**Can I Use Bluetooth Headset?** Yes, as long as the Bluetooth device is compatible with the computer or mobile device that you are using.

**Do I have to have a webcam to join on Zoom?** While you are not required to have a webcam to join a Zoom Meeting, you will not be able to transmit video of yourself. You will continue to be able to listen and speak during public comment and view the webcam video of other participants.

**Leaving the Meeting:** Click the "Leave Meeting" link at the bottom right corner of the screen at any time to leave the meeting.



**Economic Development Authority Board (EDA)  
Regular Electronic Meeting**  
Instructions for access will be posted and available on the  
website home page [www.uniontownshipmi.com](http://www.uniontownshipmi.com)  
Tuesday March 16, 2021  
4:30 p.m.

### **AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - February 16, 2021 Regular Meeting
5. PRESENTATIONS
6. PUBLIC COMMENT
7. 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; Projects Budgeted 2021  
East DDA District #248  
West DDA District #250
  - C. Board Member Matrix
8. NEW BUSINESS
  - A. RFBA – Approval of a 3 Year Holiday Lighting Agreement
9. PENDING BUSINESS
  - A. East & West DDA Districts Development / Tax Increment Financing plans update
    - Strengths, Weaknesses, Opportunities, and Threats Session (CIB Planning)
    - Update on plan preparation and next steps (CIB Planning)
  - B. RFBA – Adoption of Updated EDA Bylaws

**10. DIRECTOR COMMENTS**

**11. ADJOURNMENT**

Next regularly scheduled meeting Tuesday, April 20, 2021

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

**MINUTES**

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

**Meeting was called to order at 4:33 p.m.**

**ROLL CALL**

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

Excused: Zalud

Absent: Chowdhary, Hunter

Others Present: Rodney Nanney – Community & Economic Development Director, Amy Peak – Building Department Clerk, Sherrie Teall – Finance Director, Kim Smith – Public Works Director, Elena Moeller-Younger – CIB Planning

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

MOTION by Mielke SUPPORTED by Figg to APPROVE minutes from the January 19, 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 Barz SUPPORTED by Coyne to APPROVE the East DDA payables 1/20/21 – 2/16/21 in the amount of \$3,280.16 as presented. **MOTION CARRIED 7-0.**

Finance Director Sherrie Teall reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chair Kequom

**NEW BUSINESS**

A. Introduction of EDA Bylaws updates given by Rodney Nanney. Discussion held. No action taken.

**B. RFBA: Approval of the Participation Agreement with the Charter Township of Union Board of Trustees for Phase 1 of the Jameson Park Upgrades in the amount of \$19,714.91.**  
**Public Works Director – Kim Smith reviewed RFBA. Discussion held.**

MOTION by Figg SUPPORT by Coyne to Approval of the Participation Agreement with the Charter Township of Union Board of Trustees for the Phase 1 of the Jameson Park Upgrades in the amount of \$19,714.91. **7 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED.**

**C. RFBA: To approve and adopt a budget amendment in the amount of \$104,000.00 to appropriate funds in the FY2021 East Downtown Development Authority budget for the completion of Phase 2 improvements to Jameson Park.**

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

MOTION by **Figg** SUPPORT by **Coyne** to approve and adopt a budget amendment in the amount of \$104,000.00 to appropriate funds in the FY2021 East Downtown Development Authority budget for the completion of Phase 2 improvements to Jameson Park, and to recommend final adoption of this budget amendment to the Board of Trustees.

**7 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED.**

**PENDING BUSINESS**

- A. Community and Economic Development Director – Rodney Nanney gave update on East & West DDA Districts Development / Tax Increment Financing plans.

**GENERAL DISCUSSION**

- Possible future upgrades on ball field at Jameson Park
- Sidewalks at Jameson Park
- Rodney will plan to provide the EDA Board with quarterly updates about upcoming MDOT within our boundaries.

Next EDA meeting to be held on March 16, 2021

Meeting adjourned by Chair Kequom at 5:40 p.m.

**APPROVED BY**

\_\_\_\_\_  
**Chair Kequom**

**(Recorded by Amy Peak)**

03/09/2021 05:28 PM  
User: SHERRIE  
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
CHECK DATE FROM 02/17/2021 - 03/16/2021

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
02/18/2021	248	4195	00450	M M I	PARK BENCH/GROUND MAINT - OCT 2020	450.00
03/16/2021	248	4196	00072	BLOCK ELECTRIC	REPLACE PHOTO EYE-LIGHT POLE ON PICKARD INSTALL SPRING GATEWAY BANNERS	86.84 200.00
						<hr/> 286.84
03/16/2021	248	4197	01724	CIB PLANNING	EDDA DEVELOPMENT PLAN UPDATE	1,929.00
03/16/2021	248	4198	00188	DOUG'S SMALL ENGINE	PLOW SIDEWALKS 1/26/21 PLOW SIDEWALKS 2/5/21 PLOW SIDEWALKS 2/6/21 PLOW SIDEWALKS 2/9/21 PLOW SIDEWALKS 2/14/21 PLOW SIDEWALKS 2/16/21 PLOW SIDEWALKS 2/22/21	700.00 700.00 700.00 300.00 700.00 700.00 700.00
						<hr/> 4,500.00
03/16/2021	248	4199	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	MMDC 2021 ANNUAL CLIENT FEE-EDDA	<hr/> 2,500.00
248 TOTALS:						
Total of 5 Disbursements:						9,665.84

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
03/16/2021	250	246	01724	CIB PLANNING	WDDA DEVELOPMENT PLAN UPDATE	1,929.00
03/16/2021	250	247	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	MMDC 2021 ANNUAL CLIENT FEE - WDDA	2,500.00
250 TOTALS:						
Total of 2 Checks:						4,429.00
Less 0 Void Checks:						0.00
Total of 2 Disbursements:						4,429.00



## PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2021 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX		0.00	458,000.00	458,000.00		0.00	0.00
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT		0.00	(4,000.00)	(4,000.00)		0.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES		0.00	(250.00)	(250.00)		0.00	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT		0.00	300.00	300.00		0.00	0.00
248-000-445.000	INTEREST ON TAXES		0.00	500.00	500.00		0.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA		0.00	63,000.00	63,000.00		0.00	0.00
248-000-665.000	INTEREST EARNED	3,926.06		6,700.00	6,700.00	1,620.03		24.18
248-000-671.000	OTHER REVENUE		30.60	100.00	100.00		0.00	0.00
Total Dept 000 - NONE			3,956.66	524,350.00	524,350.00		1,620.03	0.31
TOTAL REVENUES			3,956.66	524,350.00	524,350.00		1,620.03	0.31
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,500.00		82,500.00	82,500.00	4,675.00		5.67
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	354.00		11,000.00	11,000.00	0.00		0.00
248-000-801.003	SIDEWALK SNOWPLOWING	3,700.00		11,000.00	11,000.00	5,200.00		47.27
248-000-801.004	RIGHT OF WAY LAWN CARE	0.00		23,000.00	23,000.00	0.00		0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	436.45		35,000.00	35,000.00	86.84		0.25
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00		21,000.00	21,000.00	0.00		0.00
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	4,500.00		20,000.00	20,000.00	4,700.00		23.50
248-000-826.000	LEGAL FEES	0.00		500.00	500.00	0.00		0.00
248-000-880.000	COMMUNITY PROMOTION	0.00		10,000.00	10,000.00	0.00		0.00
248-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	40,000.00	0.00		0.00
248-000-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00	0.00		0.00
248-000-915.000	MEMBERSHIP & DUES	0.00		260.00	260.00	0.00		0.00
248-000-917.000	WATER & SEWER CHARGES	0.00		16,000.00	16,000.00	0.00		0.00
248-000-920.000	ELECTRIC/NATURAL GAS	2,766.04		12,000.00	12,000.00	4,087.91		34.07
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,297.69		1,700.00	1,700.00	0.00		0.00
248-000-940.000	LEASE/RENT	0.00		700.00	700.00	0.00		0.00
248-000-955.000	MISC.	17.97		50.00	50.00	0.00		0.00
Total Dept 000 - NONE			15,572.15	284,960.00	284,960.00		18,749.75	6.58
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		105,100.00	105,100.00	0.00		0.00
Total Dept 336 - FIRE DEPARTMENT			0.00	105,100.00	105,100.00		0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		435,260.00	435,260.00	0.00		0.00
248-728-967.600	PARKS PROJECTS	0.00		117,000.00	221,000.00	0.00		0.00
Total Dept 728 - ECONOMIC DEVELOPMENT			0.00	552,260.00	656,260.00		0.00	0.00
TOTAL EXPENDITURES			15,572.15	942,320.00	1,046,320.00		18,749.75	1.79
007								

03/10/2021 10:04 AM

User: SHERRIE

DB: Union

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

Page: 2/2

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/29/2020		2021 ORIGINAL BUDGET		2021 AMENDED BUDGET		YTD BALANCE 02/28/2021		% BDGT USED
		NORMAL	(ABNORMAL)					NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND										
Fund 248 - EAST DDA FUND:										
TOTAL REVENUES			3,956.66		524,350.00		524,350.00		1,620.03	0.31
TOTAL EXPENDITURES			15,572.15		942,320.00		1,046,320.00		18,749.75	1.79
NET OF REVENUES & EXPENDITURES			(11,615.49)		(417,970.00)		(521,970.00)		(17,129.72)	3.28

## PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/29/2020		2021 ORIGINAL BUDGET		2021 AMENDED BUDGET		YTD BALANCE 02/28/2021		% BDGT USED
		NORMAL	(ABNORMAL)					NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND										
Revenues										
Dept 000 - NONE										
250-000-402.000	CURRENT PROPERTY TAX		0.00	334,000.00		334,000.00		0.00		0.00
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT		0.00	(4,000.00)		(4,000.00)		0.00		0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT		0.00	20.00		20.00		0.00		0.00
250-000-445.000	INTEREST ON TAXES		0.00	250.00		250.00		0.00		0.00
250-000-665.000	INTEREST EARNED		3,227.35	5,400.00		5,400.00		673.18		12.47
Total Dept 000 - NONE			3,227.35	335,670.00		335,670.00		673.18		0.20
TOTAL REVENUES			3,227.35	335,670.00		335,670.00		673.18		0.20
Expenditures										
Dept 000 - NONE										
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES		2,500.00	54,200.00		54,200.00		4,429.00		8.17
250-000-880.000	COMMUNITY PROMOTION		0.00	5,000.00		5,000.00		0.00		0.00
250-000-883.000	COMMUNITY IMPROVEMENT GRANTS		0.00	40,000.00		40,000.00		0.00		0.00
250-000-915.000	MEMBERSHIP & DUES		0.00	260.00		260.00		0.00		0.00
250-000-967.400	STREET/ROAD PROJECTS		0.00	330,000.00		330,000.00		0.00		0.00
Total Dept 000 - NONE			2,500.00	429,460.00		429,460.00		4,429.00		1.03
Dept 336 - FIRE DEPARTMENT										
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION		0.00	59,000.00		59,000.00		0.00		0.00
Total Dept 336 - FIRE DEPARTMENT			0.00	59,000.00		59,000.00		0.00		0.00
Dept 728 - ECONOMIC DEVELOPMENT										
250-728-967.500	SIDEWALK/PATHWAY PROJECTS		0.00	250,000.00		250,000.00		0.00		0.00
Total Dept 728 - ECONOMIC DEVELOPMENT			0.00	250,000.00		250,000.00		0.00		0.00
TOTAL EXPENDITURES			2,500.00	738,460.00		738,460.00		4,429.00		0.60
Fund 250 - WEST DDA FUND:										
TOTAL REVENUES			3,227.35	335,670.00		335,670.00		673.18		0.20
TOTAL EXPENDITURES			2,500.00	738,460.00		738,460.00		4,429.00		0.60
NET OF REVENUES & EXPENDITURES			727.35	(402,790.00)		(402,790.00)		(3,755.82)		0.93

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	7,284.60
248-000-002.000	SAVINGS	830,025.30
248-000-003.001	CERTIFICATE OF DEPOSIT	834,450.56
248-000-123.000	PREPAID EXPENSES	1,391.61
<b>Total Assets</b>		<b>1,673,152.07</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	9,215.84
<b>Total Liabilities</b>		<b>9,215.84</b>
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,358,413.36
<b>Total Fund Balance</b>		<b>1,358,413.36</b>
<b>Beginning Fund Balance - 2020</b>		<b>1,358,413.36</b>
<b>Net of Revenues VS Expenditures - 2020</b>		<b>322,652.59</b>
<b>*2020 End FB/2021 Beg FB</b>		<b>1,681,065.95</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(17,129.72)</b>
<b>Ending Fund Balance</b>		<b>1,663,936.23</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,673,152.07</b>

\* Year Not Closed

Fund 250 WEST DDA FUND

GL Number	Description	Balance
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\*\*\* Assets \*\*\*

250-000-001.000	CASH	8,966.07
250-000-002.000	SAVINGS	268,052.88
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	946,057.58

<b>Total Assets</b>		<b>1,223,130.23</b>
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\*\*\* Liabilities \*\*\*

250-000-202.000	ACCOUNTS PAYABLE	4,429.00
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<b>Total Liabilities</b>		<b>4,429.00</b>
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\*\*\* Fund Balance \*\*\*

250-000-370.379	RESTRICTED FUND BALANCE	1,021,196.95
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<b>Total Fund Balance</b>		<b>1,021,196.95</b>
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<b>Beginning Fund Balance - 2020</b>		<b>1,021,196.95</b>
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<b>Net of Revenues VS Expenditures - 2020</b>		<b>201,260.10</b>
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<b>*2020 End FB/2021 Beg FB</b>		<b>1,222,457.05</b>
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<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(3,755.82)</b>
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<b>Ending Fund Balance</b>		<b>1,218,701.23</b>
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<b>Total Liabilities And Fund Balance</b>		<b>1,223,130.23</b>
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\* Year Not Closed

<p style="text-align: center;"><b>Charter Township of Union</b>  <b>248 - East Downtown Development Authority Fund</b>  <b>List of Contributions Budgeted in 2021 for Planned Projects</b>  <b>3/16/2021</b></p>
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Sewer Pump Station #1 (Approved in 2018-Delayed due to High Bid Prices)	\$ 160,260.00
Sewer Improvements-Summerton Rd Area	275,000.00
Jameson Park Renovations to Hall and Grounds	211,000.00
Contribution to the Master Plan for Parks	<u>10,000.00</u>
Total Contributions to Projects	<u><u>\$ 656,260.00</u></u>

<p style="text-align: center;"><b>Charter Township of Union</b>  <b>250 - West Downtown Development Authority Fund</b>  <b>List of Contributions Budgeted in 2021 for Planned Projects</b>  <b>3/16/2021</b></p>
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Lincoln Rd South of the Bridge between High St and Broomfield	\$ 330,000.00
Pedestrian Improvements @ the Lincoln Rd/Remus Rd Intersection	25,000.00
Sidewalk on the West Side of Lincoln (North of Remus Rd)	75,000.00
Sidewalk Construction on North/South Sides of Remus Rd (Between Bradley and Lincoln Roads)	150,000.00
	<hr/>
Total Contributions to Projects	<u><u>\$ 580,000.00</u></u>

## Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2024
2-Chair	Phil	Squattrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Alex	Fuller	2/15/2023
5-Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2024
7	Jessica	Lapp	2/15/2023
8	Tera	Albrecht	2/15/2024
9	Doug	LaBelle II	2/15/2022
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/15/2022
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	vacant seat		12/31/2021
5 - Vice Secretary	Judy	Lannen	12/31/2022
Alt. #1	Brandon	LaBelle	12/31/2022
Alt. #2	Jim	Engler	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2022
2	Sarvjit	Chowdhary	12/31/2022
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	12/31/2022
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2021
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2021
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2021
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2021





## Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/202024
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
9	Jeff	Sweet	2/13/2025
10	vacant seat		2/13/2021
11	David	Coyne	3/26/2022
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2022
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2024
2 - PC Representative	Mike	Darin	8/15/2022
3 - Township Resident	Matt	Mertz	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	vacant seat		8/15/2021
Mid Michigan Aquatic Recreational Authority (2 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - City of Mt. Pleasant	John	Zang	12/31/2023
2 - City of Mt. Pleasant	Judith	Wagley	12/31/2022
1 -Union Township	Stan	Shingles	12/31/2023
2 - Union Township	Allison	Chiodini	12/31/2022
At Large			
At Large			

## REQUEST FOR EDA BOARD ACTION

2. **Power cord replacement.** The second new special provision is a proposed replacement of power cords and plugs on all 160-holiday fixture decorations that will be displayed in the East DDA District for the length of the agreement. This upgrade would require a one-time additional payment for the 2021 season of \$1,960.00.

The decorations are thoroughly inspected each year, both visually and through testing. It is also recognized that Holiday Decorations is using the highest available quality of holiday lighting available, and that the decorations are displayed in harsh weather conditions that will occasionally cause damage.

The Director requested the addition of this option in response to the failure of one (1) plug out of 160 decorations. However, this failure resulted in the need for an electrical contractor service call to repair damage to the streetlight. Upgrading these power cords and plugs will further protect the Township's investment in the streetlighting system and reduce the potential for such failures.

### **DIRECTOR'S RECOMMENDATION**

It is the recommendation of the Director that the service agreement be accepted by the EDA Board at an annual rate of \$10,800.00 with the addition of the power cord replacement option subject to a one-time additional cost in 2021 of \$1,960.00.

### **SCOPE OF SERVICES**

Hometown Decoration and Display, LLC, will provide the holiday decorations, display equipment, materials, and installation services.

### **JUSTIFICATION**

The EDA is charged with overseeing local economic development activities within the DDA Districts. As outlined in the Township's Economic Development Plan, EDA goals include among other things, attracting and retaining businesses, and increasing recreational activities, events, and tourism in the area. The EDA has invested substantial resources in the establishment and maintenance of public improvements in the East DDA District, including the streetlighting system.

Display of holiday decorations in the East DDA business district, along with the associated displays of banners and flowers during the remaining seasons of the year, establish a distinct visual character for this area that is welcoming to visitors and supports local business investment and growth. By continuing to provide this service, the EDA will be directly effectuating goals outlined in the Economic Development Plan.

### **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.**
6. **Commerce**

The annual display of holiday decorations helps to support commerce in the East DDA District (1.6), 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 \$10,800.00. If the EDA Board authorizes the power cord replacement option, a one-time additional cost in 2021 of \$1,960.00 would be applied.

\$20,000.00 has been appropriated in the adopted FY2021 budget for streetlight maintenance, banner installations, and holiday decorations. In FY2020, a total of \$17,630.00 was charged to this line item. There are sufficient funds in the East DDA budget to accommodate the proposed scope of services with the additional power cord replacement option.

### **PROJECT TIMETABLE**

Decorations will be installed before November 30th of each year, and will be removed shortly after Christmas. The service agreement is for the holiday seasons of 2021, 2022, and 2023.

### **RESOLUTION**

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.

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

Yes:

No:

Absent:

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

## AGREEMENT

This agreement made and entered into this 18th day of February 2021, by and between Hometown Decoration and Display, LLC, of Hudsonville, Michigan hereinafter for brevity sometimes called "lessor" and the Charter Township of Union hereinafter for brevity sometimes called "lessee"

### WITNESSETH:

Whereas, lessor has offered to provide and furnish Holiday Decorations, display equipment and material to lessee pursuant to the terms, conditions and provisions hereinafter set forth, and, whereas, lessee is desirous of accepting and does accept the offer of lessor to provide and furnish said Holiday Decorations, display equipment and materials in accordance with said terms, conditions and provisions.

Now therefore, the parties hereto in consideration of the promises, and the promises of each to the other mutually made and accepted, covenant and agree as follows:

1. Lessor agrees to furnish and provide Holiday Decorations, display equipment and materials of the type hereinafter specified to lessee during the winter holiday seasons of 2021, 2022 and 2023, and to install the same in a workman like manner.
2. The decoration, display equipment and materials which shall be furnished by lessor for the use and benefit of lessee for the 2021 holiday season shall consist of components as follows:  

$$160 \text{ Lighted Decorations (80 Poles)} \quad @ \quad \$135.00 \text{ per pole} = \$10,800.00$$
3. Lessor shall complete the work to be performed by it so that the decorations leased by it shall be ready for lighting in accordance with the following schedule:
  - (A) Decorations to be installed in designated areas ready for lighting on or before November 30<sup>th</sup> in each year during existence of the contract.
  - (B) Lessor shall remove decorations as soon as practicable after December 25, 2021 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 in order that said decorations may be plugged in for lighting.
5. Lessee agrees and undertakes to make all arrangements to procure and secure such authorization as might be required in from any governmental unit; 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).

Please choose option below.

\_\_\_\_ Yes, the Charter Township of Union requests that Hometown Decoration and Display replace power cords on 160 Holiday fixtures. The fixtures will include: Side Mount Red Trees, Side Mount Green Trees, Side Mount White Poinsettias and Side Mount Red Poinsettias. The Charter Township of Union agrees to pay a one-time cost of \$1,960.00 to Hometown Decoration and Display on or before June 1, 2021 for this replacement. The Charter Township of Union recognizes that other factors beyond Hometown Decoration and Display's control may still result in failures.

\_\_\_\_ No, the Charter Township of Union declines power cord replacement.

8. Lessor shall maintain such insurance as will protect lessee against any claims under 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.
9. The lessee agrees to pay lessor for its services and the use of the materials designated at paragraph 2 hereof, the sum of **\$10,800.00 which shall be paid to lessor at 2645 24<sup>th</sup> Ave., Hudsonville, Michigan 49426 on or before the 10<sup>th</sup> day of December** of the year to which such payment is attributable. Said sum shall include the installation by lessor of such decoration, necessary service calls and removal of said decorations. If lessee is on a rotation basis, decorations for the Holiday seasons of the year 2022 and 2023 will be of different type of kind that those leased to lessee for the Holiday season of the year 2021. But the decorations, materials and supplies furnished shall, with the exception of the wrapping of poles, be such as are 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 said decorations and services for the Holiday seasons 2022 and 2023, shall be the same as that for the year 2021, provided, however, that if an additional or more expensive type of decoration is required, said price shall be increased in an amount to be negotiated by the parties hereto. In the event that a use of sales tax should be imposed by the state of Michigan upon lessor by reason if its undertaking as set forth herein, the lessee to reimburse lessor in payments otherwise required by the terms hereof, within thirty (30) days after demand by lessor.
10. This agreement shall be executed in two (2) counterparts, each of which is deemed to be for all purposes an original copy hereof.
11. This agreement shall be binding upon and inure to the benefit of the successors, assigns and Legal representatives of the parties hereto.

In witness whereof, the parties hereto have caused the execution hereof by their duly authorized officers this 18th day of February 2021.

Lessor

Hometown Decoration and Display, LLC

By \_\_\_\_\_

Wendy Braun, President

Lessee

Charter Township of Union

By \_\_\_\_\_

Economic Development Authority Chairman

Attest:

Secretary/Clerk

**Subject:** March 16<sup>th</sup> EDA Meeting: SWOT session with Business Owners from the East and West Districts

The Union Township Economic Development Authority is updating the Downtown Development Authority (DDA) Plans for the East and West Districts and would like to gain insight from business owners within those districts during a SWOT (strengths, weaknesses, opportunities, threats) session via Zoom on March 16th at 4:30 p.m.

### **What is a SWOT session and what will it accomplish?**

The meeting participants will have an opportunity to talk about the strengths of the two development districts and the unique opportunities that exist in the area. We will also discuss the threats or challenges that currently exist that could hamper our ability to move forward or respond to challenges.

### **What are the expectations and outcomes for this SWOT session?**

A major part of the DDA Plan updating process for the East and West districts is to anticipate and develop project lists for each district that proactively respond to the needs of the two areas. The projects will be based on categories created in the plans, and they must be anticipatory. Otherwise, one or both of the plans might need to be amended prematurely if projects don't fit.

Insight gained from the business owners in these districts through the SWOT sessions will enable the EDA to better plan and effectively respond to economic shifts over time. The consulting team will also gain an understanding of the broad types of projects that should take place, what types of activities the business owners would like to undertake, and how the EDA Board can work with the business owners to support the needs and functions of the community.

The SWOT session will enable the EDA and consulting group to ensure that we incorporate every potential project into both plans so the final result is comprehensive and thorough. The SWOT will also provide a framework for the next phase of discussions the EDA board will have about the specifics of the project including definitions, timelines, costs, and other necessary details. Examples of the broad categories of projects could include:

- Streetscape Improvements
- Façade Improvements
- Marketing/Promotion
- DDA Operations
- Utility/Street Improvements
- Land Acquisition
- Public & Private Improvements
- Parking Lot Consolidation
- Business Recruitment
- Building Demolition

The EDA and consulting group is excited to be a part of this public participation effort and hear directly from the businesses and associations that will be most impacted by the strategic economic vitality initiatives within the East and West Districts.



## REQUEST FOR EDA BOARD ACTION

<b>TO:</b> Economic Development Authority Board	<b>DATE:</b> March 10, 2021
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	<b>DATE FOR CONSIDERATION:</b> 3/16/2021
<b>ACTIONS REQUESTED:</b> 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.	

Current Action ☒ Emergency ☐

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

### **BACKGROUND INFORMATION**

As part of compliance with requirements of Public Act 57 of 2018, the Economic Development Authority Board has an obligation to *"adopt rules consistent with the Open Meetings Act...governing its procedures and the holding of regular meetings,"* subject to the approval of the Board of Trustees. A review of available Township records failed to identify any applicable bylaws more recent than bylaws for the East DDA adopted in 1991, although it is possible that the document was part of the Clerk's records damaged by a past flooding incident.

The proposed bylaws were introduced at your February meeting, and have been updated per the EDA Board's direction during that meeting. Additions to the text are shown in underlined text and deletions are shown in ~~strikethrough text~~.

### **SCOPE OF ACTIVITY**

To review and adopt the updated bylaws and rules of procedure.

### **JUSTIFICATION**

Adoption of bylaws and rules of procedure for the EDA Board is necessary for compliance with Public Act 57 of 2018, as amended, which governs the work of downtown development authorities in Michigan.

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

Board of Trustees goals addressed by adoption of bylaws and rules of procedure as required per Act 57 (From Policy 1.0: Global End):

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

### **COSTS**

N/A



### **TIMETABLE**

Per Public Act 57 of 2018, as amended, Board of Trustees approval of the updated bylaws and rules of procedure is a necessary final step following any EDA Board adoption action. The new bylaws would become effective immediately upon Board of Trustees approval.

### **RESOLUTION**

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.

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

Yes:

No:

Absent:

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

# Charter Township of Union Economic Development Authority

## Bylaws and Rules of Procedure

Revised Draft: February 23, 2021

These bylaws and rules of procedure are adopted by the Economic Development Authority Board of the Charter Township of Union, Isabella County, State of Michigan (hereinafter referred to as the EDA Board) to facilitate the performance of its duties under Township ordinances and Public Act 57 of 2018, as amended:

### ARTICLE 1.0 PURPOSES, AUTHORITY, AND RESPONSIBILITIES

The EDA Board was established by Township Board of Trustees resolution for the purpose of governing the East and the 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. The EDA Board shall have all of the authority and responsibilities that have been or hereafter may be conferred by law on Downtown Development Authorities organized under Public Act 57 of 2018, as amended.

### ARTICLE 2.0 MEMBERSHIP

#### Section 2.1 Number, Tenure, and Qualifications

The EDA Board shall consist of the Township Supervisor and eight (8) or ten (10) other members. The term of the Supervisor shall coincide with their term of office on the Board of Trustees. Each additional member shall be appointed for a term of four (4) years, except that of members first appointed; two shall be appointed for one year, two for two years, two for three years, and two for four years.

~~At least six (6)~~ A majority of the ~~members~~ total EDA Board membership shall be persons having an interest in property located in the East or the West Downtown Development Authority (DDA) districts. At least one (1) of the members shall be a resident of the East or the West DDA district if ~~it~~ the district has 100 or more persons residing within it.

#### Section 2.2 Selection of Members, Reappointment, Expiration of Term, and Filling Vacancies

EDA Board members shall be appointed by the Township Supervisor subject to the advice and consent of the Township Board of Trustees. At the expiration of a member's term of office, the member may be re-appointed for another term or a replacement member may be appointed in the same manner as the original appointments. If a vacancy is created by the death, resignation, or removal of a member, a successor shall be appointed in the same manner to hold office for the remainder of the term so vacated. Before assuming the duties of office, a member shall qualify by taking and subscribing to the constitutional oath of office.

In accordance with Public Act 57 of 2018, as amended, members whose terms of office have expired shall continue to hold office until a successor has been appointed.

#### Section 2.3 Absences, Resignation, and Removal

EDA Board members shall notify the Chair and the Community and Economic Development Director as far in advance as possible when they intend to be absent from a meeting.

A member may resign from the EDA Board by sending a letter of resignation directed to the Township Supervisor and copied to the Chair and the Community and Economic Development Director.

Pursuant to proper notice and an opportunity to be heard, a member may be removed from office for misfeasance, malfeasance, or nonfeasance in office by a majority vote of the Township Board of Trustees following a referral for action by the EDA Board. Unexcused absence from three (3) or more regularly

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

## **Bylaws and Rules of Procedure**

Revised Draft: February 23, 2021

scheduled EDA Board meetings in any twelve (12) month period shall constitute nonfeasance in office. Removal of a member ~~is~~ may be subject to review by the Isabella County Circuit Court.

### **Section 2.4 Compensation of Members**

In accordance with Public Act 57 of 2018, as amended, EDA Board members shall serve without compensation, but shall be reimbursed for actual and necessary expenses.

### **Section 2.5 Conflict of Interest**

An EDA Board member who has a direct interest in any matter before the EDA shall disclose his interest prior to the EDA Board taking any action with respect to the matter which disclosure shall become a part of the record of the EDA Board's official proceedings. Further, any member making such disclosure shall then refrain from participating in the EDA Board's deliberation or decision-making process relative to such matter.

## **ARTICLE 3.0 OFFICERS**

At the regular meeting in May of each year, the Commission shall select from its membership a Chair and Vice Chair. All officers shall serve a term of one (1) year, or until their successors are selected and assume office. All officers shall be eligible for re-election for consecutive terms for the same office. The officers shall take office immediately following their election. An officer may be removed by majority of the EDA Board membership by roll call vote whenever in its judgment the best interest of the EDA would be served. An officer vacancy shall be filled by the EDA Board for the unexpired portion of the officer's term.

The Chair shall preside at all meetings of the EDA Board and shall discharge the duties of a presiding officer. In the absence of the Chair or in the event of his inability or refusal to act, the Vice Chair shall perform the duties of the Chair.

## **ARTICLE 4.0 MEETINGS**

### **Section 4.1 Regular Meetings**

Regular meetings of the EDA Board shall be held at 4:30 p.m. on the third Tuesday of each month in the Township Hall Board Room, unless an alternative location is provided for in the meeting notice posted in accordance with the Open Meetings Act (Public Act 267 of 1976, as amended). In the event the meeting day shall fall on a holiday, the meeting will occur on the following day. Any regularly scheduled meeting may be canceled for lack of quorum.

### **Section 4.2 Special Meetings**

Special meetings of the EDA Board may be called by the Chair, by the Vice Chair in the absence of the Chair, by any three EDA Board members, or by the Township Board of Trustees by giving at least 72 hours' notice of the meeting, stating the purpose of the meeting, and posting notice of the special meeting in accordance with the Open Meetings Act.

### **Section 4.3 Informational Meetings**

Pursuant to Public Act 57 of 2018, as amended, two informational meetings shall be held each year, where no policy, budget, or operational matters are voted on and where information regarding EDA goals, direction, and projects is shared.

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

## **Bylaws and Rules of Procedure**

Revised Draft: February 23, 2021

### **Section 4.4 Notice of Meeting**

All meetings shall be preceded by public notice posted in accordance with the Open Meetings Act.

### **Section 4.5 Agenda**

The Chair may direct the Community and Economic Development Director to prepare the agendas for all meetings and send them to the EDA Board members at least 72 hours in advance of the meeting. Any EDA Board member may request an item to be placed upon the agenda.

### **Section 4.6 Quorum and Voting**

A majority of the total EDA Board membership shall constitute a quorum for the transaction of business. A majority vote of the EDA Board members present at the meeting shall be required for adoption of any motion or resolution, unless a higher number is otherwise required by state law.

Motions shall be restated by the Chair before a vote is taken. The name of the maker and supporter of the motion shall be recorded. Voting shall be by voice vote except when a roll call vote shall be requested by any member or directed by the Chair. A vote ending in a tie shall be treated as a failed motion.

### **Section 4.7 Rules of Order**

EDA Board meetings shall be conducted, to the extent practicable, in accordance with generally accepted parliamentary procedure, as governed by the latest available version of Robert's Rules of Order. However, application of these rules of order shall not be utilized in order to stifle discussion or debate and may be implemented only to the extent required to maintain the orderliness of the meeting.

## **ARTICLE 5.0 STAFF SUPPORT, CONTRACTS, AND RECORDS**

### **Section 5.1 Staff Support**

The Township's Finance Director and Community and Economic Development Director shall provide staff support to the EDA Board, and may delegate specific support duties to departmental personnel.

### **Section 5.2 Contracts**

The EDA Board may enter into contracts for services or other purposes within the limits authorized by Public Act 57 of 2018, as amended and the adopted development plans and tax increment financing plans for the DDA districts.

### **Section 5.3 Records**

The EDA Board shall maintain correct and complete records of books and accounts and minutes of the meetings, which shall be kept at the Township offices. All EDA Board minutes, financial accounts, and other records shall be open to the public in accordance with the requirements of the Freedom of Information Act, Public Act 442 of 1976, as amended.

# **Charter Township of Union Economic Development Authority Bylaws and Rules of Procedure**

Revised Draft: February 23, 2021

## **ARTICLE 6.0 RAISING OF FUNDS**

### **Section 6.1 Tax Increment Financing**

In accordance with the requirements of Public Act 57 of 2018, as amended, the EDA Board shall prepare and maintain tax increment financing plans and associated development plans for the East and the West Downtown Development Authority (DDA) districts, which shall include a detailed explanation of the tax increment procedure, the amount of bonded indebtedness to be incurred, the duration of the program, and compliance with all applicable provisions of Act 57. All funds collected through tax capture under these plans shall be allocated and used in strict accordance with Act 57 requirements and these plans.

### **Section 6.2 Other Potential Funding Sources**

The EDA Board may accept any contribution, gift, bequest, or device for the general purposes or for any special purpose of the Authority.

Public Act 57 of 2018, as amended, states that the EDA may, with the approval of the Township Board of Trustees, levy an ad valorem tax on the real and tangible property not exempt by law and as finally equalized in the East and/or the West Downtown Development Authority (DDA) districts. The tax shall be not more than two (2) mills. The tax shall be collected by the Township at the same time and in the same manner as it collects its other ad valorem taxes, and shall be credited to the East or the West DDA district fund as appropriate.

The Township Board of Trustees may, at the request of the EDA Board, borrow money and issue its notes therefore pursuant to state law anticipation of collection of the ad valorem tax authorized in this section.

The EDA may borrow money and issue its negotiable revenue bonds therefore pursuant to state law. Revenue bonds issued by the EDA shall not, except as hereinafter provided, be deemed a debt of the Township or the State of Michigan. The Township Board of Trustees may, by a majority vote, pledge its full faith and credit to support the EDA's revenue bonds.

## **ARTICLE 7.0 ADOPTION AND AMENDMENT OF THESE BYLAWS**

These bylaws shall be adopted by a majority of the EDA Board members present at a regular meeting, and shall be subject to final approval by the Township Board of Trustees prior to implementation. Amendments shall be adopted by the same process.

Adopted by the EDA Board: \_\_\_\_\_

Approved by the Township Board of Trustees: \_\_\_\_\_

## **ARTICLE 8.0 DISTRICT BOUNDARIES**

The boundaries of the East and the West Downtown Development Authority (DDA) districts are as depicted on the maps included under Attachment A.

# Charter Township of Union Economic Development Authority Bylaws and Rules of Procedure

Revised Draft: February 23, 2021

## ATTACHMENT A

