



**Economic Development Authority Board (EDA)**

**Regular Meeting – Township Hall**

**Tuesday, February 16, 2016**

**5:15 p.m.**

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES DECEMBER 15, 2015
5. PUBLIC COMMENT
6. REPORTS
  - A. Accounts Payable
    - East D.D.A. District #248 – 7(e) \$1,740.16; 8(e) 1784.35; 3885-3892
    - West D.D.A. District #250 - None
    - West D.D.A. District #396 - None
  - B. Financial Statements: December 2015 & January 2016
    - East D.D.A. District: Operating Fund #248
    - West D.D.A. District: Operating Fund #250
    - Bond Debt Retirement Fund #396
7. FESTIVAL OF BANNERS SPONSORSHIP
8. MAC TV PROPOSAL
9. ADJOURNMENT until Next Regular EDA Meeting **March 15, 2016**

**Charter Township of Union  
Economic Development Authority Board (EDA)  
Regular Board Meeting  
Tuesday, December 15, 2015**

**MINUTES**

**CALL TO ORDER**

Chairman Kequom called to order the EDA Board Meeting at 5:17 pm.

**ROLL CALL**

Present: Johnson, Kequom, Alwood, Perry, Elmore, Smith, Bacon

Excused: Figg, Chowdhary

Absent: Hunter, Zalud

Others Present: Brian Smith, Twp Manager; Margie Henry, Twp Clerk; Angela Schofield, Bldg Dept Clerk

**APPROVAL OF AGENDA**

MOTION by **Elmore** SUPPORTED by **Alwood** to approve the agenda as presented.

MOTION CARRIED 7-0.

**APPROVAL OF MINUTES**

MOTION by **Johnson** SUPPORTED by **Elmore** to approve minutes from the November 17, 2015 meeting as presented.

MOTION CARRIED 7-0.

**PUBLIC COMMENT** – None

**ACCOUNTS PAYABLE**

Mr. Smith reviewed the accounts payable, including payment on the Enterprise Park project. He noted the project was 75% complete, pending some legal issues with easements, and it is slated to be completed in 2016.

MOTION by **Johnson** with SUPPORT by **Perry** to approve accounts payable as presented.

MOTION CARRIED 7-0.

**FINANCIAL STATEMENTS**

Mr. Smith reviewed the financial statements, stating the 2015 tax capture would be reflected in the 2016 budget, and that the cash flow position is strong. The financials were received and filed by Chairman Kequom.

Mr. Smith explained the plan for the interim EDA operations, and Chairman Kequom asked that the approved project list be emailed to the EDA Board.

MOTION by **Elmore** SUPPORTED by **Johnson** to adjourn at 5:26.

**APPROVED BY**

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**Secretary**

**(Recorded by Angela Schofield)**

User: SHERRIE

CHECK DATE FROM 12/29/2015 - 02/16/2016

DB: Union

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 248 EDDA CHECKING					
12/29/2015	248	7(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1,740.16
01/27/2016	248	8(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1,784.35
01/19/2016	248	3885	00021	ALWOOD LANDSCAPING NURSERY, INC	25.00
01/19/2016	248	3886	01087	C & R ELECTRIC, LLC	195.00
01/19/2016	248	3887	00722	CHARTER TOWNSHIP OF UNION	949.17
01/19/2016	248	3888	00450	M M I	211.50
01/20/2016	248	3889	00021	ALWOOD LANDSCAPING NURSERY, INC	690.00
02/16/2016	248	3890	00188	DOUG'S SMALL ENGINE	2,625.00
02/16/2016	248	3891	00450	M M I	293.75
02/16/2016	248	3892	00532	PLUMMER'S ENVIRONMENTAL SERV.	27,418.00
248 TOTALS:					
Total of 10 Checks:					35,931.93
Less 0 Void Checks:					0.00
Total of 10 Disbursements:					35,931.93

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
12/29/2015	248	7(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	4900 E PICKARD 5157 E PICKARD ST #A 5157 E PICKARD #B 2029 2ND ST 5325 E PICKARD ST 5570 E PICKARD #A 5770 E PICKARD #B 5771 E PICKARD RD #A 5771 E PICKARD RD #B 4592 E PICKARD ST #A 4592 E PICKARD ST #B 4675 E PICKARD ST 4923 E PICKARD ST 2027 FLORENCE ST 1940 S ISABELLA RD	108.87 113.23 23.52 204.59 200.63 213.61 23.52 215.05 23.52 119.66 23.52 109.40 122.88 107.31 130.85 <u>1,740.16</u>
01/27/2016	248	8(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	5157 E PICKARD ST #A 5157 E PICKARD #B 2029 2ND ST 5325 E PICKARD ST 5770 E PICKARD ST #A 5770 E PICKARD #B 5771 E PICKARD RD #A 5771 E PICKARD #B 4592 E PICKARD #A 4592 E PICKARD #B 4675 E PICKARD ST 4923 E PICKARD ST 2027 FLORENCE ST 1940 S ISABELLA RD 4900 E PICKARD ST	118.86 23.39 208.23 193.05 211.76 23.39 214.76 23.39 124.10 23.39 123.56 157.46 107.73 121.94 109.34 <u>1,784.35</u>
01/19/2016	248	3885	00021	ALWOOD LANDSCAPING NURSERY, INC	SUPPLIES	25.00
01/19/2016	248	3886	01087	C & R ELECTRIC, LLC	STREET LIGHT AND CHRISTMAS DECORATIONS	195.00
01/19/2016	248	3887	00722	CHARTER TOWNSHIP OF UNION	SPRINKLER 5655 E PICKARD SPRINKLER 4858 E PICKARD SPRINKLER 4929 E PICKARD SPRINKLER 5662 E PICKARD LANDSCAPE US27 OVERPASS	257.65 251.41 276.34 126.67 37.10 <u>949.17</u>
01/19/2016	248	3888	00450	M M I	PARK BENCH MAINTENANCE	211.50
01/20/2016	248	3889	00021	ALWOOD LANDSCAPING NURSERY, INC	HARDWOOD MULCH / TOWNSHIP HALL	690.00
02/16/2016	248	3890	00188	DOUG'S SMALL ENGINE	SIDEWALK FLOWING SIDEWALK FLOWING	1,700.00 925.00 <u>2,625.00</u>
02/16/2016	248	3891	00450	M M I	PARK BENCH MAINTENANCE	293.75
02/16/2016	248	3892	00532	PLUMMER'S ENVIRONMENTAL SERV.	SEWER CLEANING AND TELEVISIONING FOR EDDA	27,418.00 <u><u>27,418.00</u></u>

02/11/2016 02:26 PM

User: SHERRIE

DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION

CHECK DATE FROM 12/29/2015 - 02/16/2016

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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248 TOTALS:

Total of 10 Checks:

35,931.93

Less 0 Void Checks:

0.00

Total of 10 Disbursements:

35,931.93

Fund 248 EDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	4,116.79
248-000-002.000	SAVINGS	906,518.05
248-000-040.000	ACCOUNTS RECEIVABLE	267.42
248-000-123.000	PREPAID EXPENSES	1,262.50
<b>Total Assets</b>		<b>912,164.76</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	29,488.67
<b>Total Liabilities</b>		<b>29,488.67</b>
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,786,320.66
<b>Total Fund Balance</b>		<b>1,786,320.66</b>
<b>Beginning Fund Balance</b>		<b>1,786,320.66</b>
<b>Net of Revenues VS Expenditures</b>		<b>(903,644.57)</b>
<b>Ending Fund Balance</b>		<b>882,676.09</b>
<b>Total Liabilities And Fund Balance</b>		<b>912,164.76</b>

Fund 250 WDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	1,838.39
250-000-002.000	SAVINGS	644,199.72
250-000-002.001	SHARES	53.70
<b>Total Assets</b>		<b>646,091.81</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	405,252.39
<b>Total Fund Balance</b>		<b>405,252.39</b>
Beginning Fund Balance		405,252.39
Net of Revenues VS Expenditures		240,839.42
Ending Fund Balance		646,091.81
Total Liabilities And Fund Balance		646,091.81

Fund 396 WDDA G/O DEBT SERVICE FUND

GL Number	Description	Balance
*** Assets ***		
396-000-001.000	CASH	29,723.82
<b>Total Assets</b>		<u>29,723.82</u>
*** Liabilities ***		
<b>Total Liabilities</b>		<u>0.00</u>
*** Fund Balance ***		
396-000-370.379	RESTRICTED FUND BALANCE	50,467.66
<b>Total Fund Balance</b>		<u>50,467.66</u>
Beginning Fund Balance		50,467.66
Net of Revenues VS Expenditures		(20,743.84)
Ending Fund Balance		29,723.82
Total Liabilities And Fund Balance		29,723.82

Fund 398 WDDA SPECIAL ASSESS DEBT SERVICE

GL Number	Description	Balance
*** Assets ***		
398-000-001.000	CASH	10,420.77
<b>Total Assets</b>		<u>10,420.77</u>
*** Liabilities ***		
<b>Total Liabilities</b>		<u>0.00</u>
*** Fund Balance ***		
398-000-370.379	RESTRICTED FUND BALANCE	52,453.16
<b>Total Fund Balance</b>		<u>52,453.16</u>
Beginning Fund Balance		52,453.16
Net of Revenues VS Expenditures		(42,032.39)
Ending Fund Balance		10,420.77
Total Liabilities And Fund Balance		10,420.77

## REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	2015 AMENDED BUDGET	% BDGT USED	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)
Fund 248 - EDDA OPERATING						
Revenues						
248-000-402.000	CURRENT PROPERTY TAX	267.42	414,711.78	413,872.00	100.20	777,855.35
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	0.00	1,000.00	0.00	0.00
248-000-445.000	INTEREST ON TAXES	0.00	0.00	250.00	0.00	0.00
248-000-665.000	INTEREST EARNED	239.70	3,607.75	1,500.00	240.52	2,939.05
248-000-671.000	OTHER REVENUE	0.00	263.50	750.00	35.13	0.00
248-000-699.100	FUND BALANCE / CARRY OVER	0.00	0.00	1,241,561.00	0.00	0.00
TOTAL Revenues		507.12	418,583.03	1,658,933.00	25.23	780,794.40
Expenditures						
248-000-728.000	OFFICE SUPPLIES	0.00	54.91	1,000.00	5.49	7.00
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	406.50	56,934.99	60,000.00	94.89	62,059.34
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00	25.00	0.00	100.00	0.00
248-000-802.000	INDIRECT COST REIMBURSEMENT	0.00	0.00	0.00	0.00	3,222.60
248-000-826.000	LEGAL FEES	0.00	330.00	1,000.00	33.00	1,670.00
248-000-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00	61,917.40	61,983.00	99.89	0.00
248-000-900.000	PUBLISHING & PUBLICATIONS	0.00	0.00	500.00	0.00	0.00
248-000-914.000	LIABILITY	0.00	1,350.00	1,400.00	96.43	1,350.00
248-000-920.000	UTILITIES	1,740.16	8,627.58	15,000.00	57.52	12,705.31
248-000-920.100	WATER & SEWER QTR. BILLING	949.17	11,134.09	13,500.00	82.47	9,446.93
248-000-940.000	LEASE/RENT	0.00	595.83	550.00	108.33	366.67
248-000-955.000	MISC.	0.00	516.22	500.00	103.24	79.98
248-000-964.000	REFUNDS & REBATES	0.00	0.00	4,500.00	0.00	2,024.62
248-000-976.204	ENTERPRISE PARK SEWER RELINING	27,418.00	44,978.80	100,000.00	44.98	0.00
248-000-976.207	STREET LIGHT BANNERS	0.00	11,620.00	15,000.00	77.47	7,768.00
248-000-976.211	ENTERPRISE PARK DRAINAGE	0.00	137,582.00	175,000.00	78.62	12,508.00
248-000-976.213	ENTERPRISE PARK STREET RESURFACE	0.00	986,560.78	1,209,000.00	81.60	0.00
TOTAL Expenditures		30,513.83	1,322,227.60	1,658,933.00	79.70	113,208.45
Fund 248 - EDDA OPERATING:						
TOTAL REVENUES		507.12	418,583.03	1,658,933.00	25.23	780,794.40
TOTAL EXPENDITURES		30,513.83	1,322,227.60	1,658,933.00	79.70	113,208.45
NET OF REVENUES & EXPENDITURES		(30,006.71)	(903,644.57)	0.00	100.00	667,585.95

User: SHERRIE

DB: Union

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	WEST DDA		2015 AMENDED BUDGET	% BDGT USED	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)
		ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)			
Fund 250 - WDDA OPERATING						
Revenues						
250-000-402.000	CURRENT PROPERTY TAX	0.00	499,594.05	502,444.00	99.43	470,148.27
250-000-402.001	PROPERTY TAX REFUNDS-MTT	0.00	(1,038.41)	0.00	100.00	0.00
250-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	0.00	250.00	0.00	474.55
250-000-445.000	INTEREST ON TAXES	0.00	0.00	75.00	0.00	0.00
250-000-665.000	INTEREST EARNED	136.55	1,306.34	750.00	174.18	1,169.35
250-000-671.000	OTHER REVENUE	0.00	0.00	0.00	0.00	8,300.00
TOTAL Revenues		136.55	499,861.98	503,519.00	99.27	480,092.17
Expenditures						
250-000-728.000	OFFICE SUPPLIES	0.00	0.00	125.00	0.00	0.00
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	0.00	1,000.00	0.00	0.00
250-000-802.000	INDIRECT COST REIMBURSEMENT	0.00	0.00	0.00	0.00	1,587.24
250-000-826.000	LEGAL FEES	0.00	0.00	500.00	0.00	0.00
250-000-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00	39,022.56	38,547.00	101.23	0.00
250-000-900.000	PUBLISHING & PUBLICATIONS	0.00	0.00	500.00	0.00	0.00
250-000-955.000	MISC.	0.00	0.00	250.00	0.00	0.00
250-000-964.000	REFUNDS & REBATES	0.00	0.00	4,000.00	0.00	0.00
250-000-976.202	LINCOLN RD. / M20 DRAIN PROJECT	0.00	0.00	0.00	0.00	331,831.00
250-000-976.214	LINCOLN ROAD AND BRIDGE	0.00	0.00	217,872.00	0.00	3,788.49
TOTAL Expenditures		0.00	39,022.56	262,794.00	14.85	337,206.73
Fund 250 - WDDA OPERATING:						
TOTAL REVENUES		136.55	499,861.98	503,519.00	99.27	480,092.17
TOTAL EXPENDITURES		0.00	39,022.56	262,794.00	14.85	337,206.73
NET OF REVENUES & EXPENDITURES		136.55	460,839.42	240,725.00	191.44	142,885.44

## REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	WEST DDA		2015 AMENDED BUDGET	% BDGT USED	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)
		ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)			
Fund 396 - WDDA G/O DEBT SERVICE FUND						
Revenues						
396-000-665.000	INTEREST EARNED	2.94	56.16	25.00	224.64	54.00
TOTAL Revenues		2.94	56.16	25.00	224.64	54.00
Expenditures						
396-000-991.000	BOND - PRINCIPAL	0.00	35,028.00	35,028.00	100.00	36,377.00
396-000-996.000	BOND - INTEREST	0.00	204,972.00	204,972.00	100.00	193,623.00
396-000-996.001	BOND - PAYING AGENT FEES	0.00	800.00	750.00	106.67	800.00
TOTAL Expenditures		0.00	240,800.00	240,750.00	100.02	230,800.00
Fund 396 - WDDA G/O DEBT SERVICE FUND:						
TOTAL REVENUES		2.94	56.16	25.00	224.64	54.00
TOTAL EXPENDITURES		0.00	240,800.00	240,750.00	100.02	230,800.00
NET OF REVENUES & EXPENDITURES		2.94	(240,743.84)	(240,725.00)	100.01	(230,746.00)

## REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	WEST DDA		2015 AMENDED BUDGET	% BDGT USED	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)
		ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)			
Fund 398 - WDDA SPECIAL ASSESS DEBT SERVICE						
Revenues						
398-000-665.000	INTEREST EARNED	1.03	21.17	5.00	423.40	7.63
398-000-669.002	INTEREST EARNED- WATER SPEC ASSESS	0.00	1,198.39	1,226.00	97.75	1,726.98
398-000-669.003	INTEREST EARNED-SEWER SPEC ASSESS	0.00	2,105.87	2,162.00	97.40	4,204.67
398-000-672.600	REVENUE-SEWER SPEC ASSESS	0.00	21,501.25	26,695.00	80.54	29,634.52
398-000-672.700	REVENUE-WATER SPEC ASSESS	0.00	12,545.93	15,143.00	82.85	12,590.66
TOTAL Revenues		1.03	37,372.61	45,231.00	82.63	48,164.46
Expenditures						
398-000-955.000	MISC EXPENDITURE	0.00	0.00	826.00	0.00	0.00
398-000-991.000	BOND - PRINCIPAL	0.00	75,000.00	40,000.00	187.50	35,000.00
398-000-996.000	BOND - INTEREST	0.00	3,905.00	3,905.00	100.00	6,567.50
398-000-996.001	BOND - PAYING AGENT FEES	0.00	500.00	500.00	100.00	500.00
TOTAL Expenditures		0.00	79,405.00	45,231.00	175.55	42,067.50
Fund 398 - WDDA SPECIAL ASSESS DEBT SERVICE:						
TOTAL REVENUES		1.03	37,372.61	45,231.00	82.63	48,164.46
TOTAL EXPENDITURES		0.00	79,405.00	45,231.00	175.55	42,067.50
NET OF REVENUES & EXPENDITURES		1.03	(42,032.39)	0.00	100.00	6,096.96
TOTAL REVENUES - ALL FUNDS						
		140.52	537,290.75	548,775.00	97.91	528,310.63
TOTAL EXPENDITURES - ALL FUNDS						
		0.00	359,227.56	548,775.00	65.46	610,074.23
NET OF REVENUES & EXPENDITURES		140.52	178,063.19	0.00	100.00	(81,763.60)

Fund 248 EDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	10,261.77
248-000-002.000	SAVINGS	896,518.05
248-000-040.000	ACCOUNTS RECEIVABLE	267.42
248-000-123.000	PREPAID EXPENSES	1,262.50
<b>Total Assets</b>		<b>908,309.74</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	30,336.75
<b>Total Liabilities</b>		<b>30,336.75</b>
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,786,320.66
<b>Total Fund Balance</b>		<b>1,786,320.66</b>
Beginning Fund Balance - 2015		1,786,320.66
Net of Revenues VS Expenditures - 2015		(903,644.57)
*2015 End FB/2016 Beg FB		882,676.09
Net of Revenues VS Expenditures - Current Year		(4,703.10)
Ending Fund Balance		877,972.99
<b>Total Liabilities And Fund Balance</b>		<b>908,309.74</b>

\* Year Not Closed

Fund 250 WDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	1,838.39
250-000-002.000	SAVINGS	644,199.72
250-000-002.001	SHARES	53.70
<b>Total Assets</b>		<b>646,091.81</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	405,252.39
<b>Total Fund Balance</b>		<b>405,252.39</b>
Beginning Fund Balance - 2015		405,252.39
Net of Revenues VS Expenditures - 2015		240,839.42
*2015 End FB/2016 Beg FB		646,091.81
Net of Revenues VS Expenditures - Current Year		0.00
Ending Fund Balance		646,091.81
Total Liabilities And Fund Balance		646,091.81

\* Year Not Closed

Fund 396 WDDA G/O DEBT SERVICE FUND

GL Number	Description	Balance
*** Assets ***		
396-000-001.000	CASH	29,723.82
<b>Total Assets</b>		<u>29,723.82</u>
*** Liabilities ***		
<b>Total Liabilities</b>		<u>0.00</u>
*** Fund Balance ***		
396-000-370.379	RESTRICTED FUND BALANCE	50,467.66
<b>Total Fund Balance</b>		<u>50,467.66</u>
Beginning Fund Balance - 2015		50,467.66
Net of Revenues VS Expenditures - 2015		<u>(20,743.84)</u>
*2015 End FB/2016 Beg FB		29,723.82
Net of Revenues VS Expenditures - Current Year		0.00
Ending Fund Balance		29,723.82
Total Liabilities And Fund Balance		29,723.82

\* Year Not Closed

Fund 398 WDDA SPECIAL ASSESS DEBT SERVICE

GL Number	Description	Balance
*** Assets ***		
398-000-001.000	CASH	10,420.77
<b>Total Assets</b>		<b>10,420.77</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
398-000-370.379	RESTRICTED FUND BALANCE	52,453.16
<b>Total Fund Balance</b>		<b>52,453.16</b>
Beginning Fund Balance - 2015		52,453.16
Net of Revenues VS Expenditures - 2015		(42,032.39)
*2015 End FB/2016 Beg FB		10,420.77
Net of Revenues VS Expenditures - Current Year		0.00
Ending Fund Balance		10,420.77
Total Liabilities And Fund Balance		10,420.77

\* Year Not Closed

## REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 01/31/2016	2016 AMENDED BUDGET	% BDGT USED	YTD BALANCE	
		MONTH 01/31/2016	INCREASE (DECREASE)				NORMAL (ABNORMAL)	01/31/2015
Fund 248 - EDDA OPERATING								
Revenues								
248-000-402.000	CURRENT PROPERTY TAX	0.00	0.00	0.00	426,099.00	0.00		0.00
248-000-402.001	PROPERTY TAX REFUNDS-MTT	0.00	0.00	0.00	(5,000.00)	0.00		0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	0.00	0.00	250.00	0.00		0.00
248-000-665.000	INTEREST EARNED	0.00	0.00	0.00	1,000.00	0.00		303.66
248-000-671.000	OTHER REVENUE	0.00	0.00	0.00	500.00	0.00		0.00
TOTAL Revenues		0.00	0.00	0.00	422,849.00	0.00		303.66
Expenditures								
248-000-702.000	SALARY	0.00	0.00	0.00	4,556.00	0.00		0.00
248-000-714.000	EMPLR FICA CONTR	0.00	0.00	0.00	282.00	0.00		0.00
248-000-715.000	EMPLR MEDICARE CONTR	0.00	0.00	0.00	66.00	0.00		0.00
248-000-716.000	UNEMPLOYMENT	0.00	0.00	0.00	228.00	0.00		0.00
248-000-717.000	EMPLR RETIREMENT CONTR	0.00	0.00	0.00	342.00	0.00		0.00
248-000-718.000	WORKER'S COMP	0.00	0.00	0.00	46.00	0.00		0.00
248-000-728.000	OFFICE SUPPLIES	0.00	0.00	0.00	75.00	0.00		0.00
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,918.75	2,918.75	2,918.75	13,500.00	21.62		4,228.58
248-000-801.003	SIDEWALK SNOWPLOWING	0.00	0.00	0.00	5,000.00	0.00		0.00
248-000-801.004	EDDA RIGHT OF WAY LAWN MOWING	0.00	0.00	0.00	5,000.00	0.00		0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	0.00	0.00	0.00	2,500.00	0.00		0.00
248-000-801.006	TWP STAFF PROJECT HOURS	0.00	0.00	0.00	12,000.00	0.00		0.00
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00	0.00	0.00	17,000.00	0.00		0.00
248-000-801.008	PURE MICHIGAN ADVERTISING	0.00	0.00	0.00	5,000.00	0.00		0.00
248-000-826.000	LEGAL FEES	0.00	0.00	0.00	1,000.00	0.00		0.00
248-000-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00	0.00	0.00	60,776.00	0.00		0.00
248-000-900.000	PUBLISHING & PUBLICATIONS	0.00	0.00	0.00	250.00	0.00		0.00
248-000-914.000	LIABILITY	0.00	0.00	0.00	1,400.00	0.00		1,125.00
248-000-920.000	UTILITIES	1,784.35	1,784.35	1,784.35	15,000.00	11.90		0.00
248-000-920.100	WATER & SEWER QTR. BILLING	0.00	0.00	0.00	12,500.00	0.00		0.00
248-000-940.000	LEASE/RENT	0.00	0.00	0.00	600.00	0.00		183.33
248-000-955.000	MISC.	0.00	0.00	0.00	500.00	0.00		0.00
248-000-976.200	DISTRICT PROJECTS	0.00	0.00	0.00	150,228.00	0.00		0.00
248-000-976.204	ENTERPRISE PARK SEWER RELINING	0.00	0.00	0.00	100,000.00	0.00		0.00
248-000-976.207	STREET LIGHT BANNERS	0.00	0.00	0.00	15,000.00	0.00		0.00
248-000-976.211	ENTERPRISE PARK DRAINAGE	0.00	0.00	0.00	0.00	0.00		129.25
TOTAL Expenditures		4,703.10	4,703.10	4,703.10	422,849.00	1.11		5,666.16
Fund 248 - EDDA OPERATING:								
TOTAL REVENUES		0.00	0.00	0.00	422,849.00	0.00		303.66
TOTAL EXPENDITURES		4,703.10	4,703.10	4,703.10	422,849.00	1.11		5,666.16
NET OF REVENUES & EXPENDITURES		(4,703.10)	(4,703.10)	(4,703.10)	0.00	100.00		(5,362.50)

## REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 01/31/2016

## WEST DDA

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 01/31/2016 NORMAL (ABNORMAL)	2016 AMENDED BUDGET	% BDGT USED	YTD BALANCE 01/31/2015 NORMAL (ABNORMAL)
		MONTH 01/31/2016	INCREASE (DECREASE)				
Fund 250 - WDDA OPERATING							
Revenues							
250-000-402.000	CURRENT PROPERTY TAX	0.00	0.00	0.00	503,698.00	0.00	0.00
250-000-402.001	PROPERTY TAX REFUNDS-MTT	0.00	0.00	0.00	(4,000.00)	0.00	0.00
250-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	0.00	0.00	250.00	0.00	0.00
250-000-665.000	INTEREST EARNED	0.00	0.00	0.00	750.00	0.00	83.39
250-000-699.100	FUND BALANCE / CARRY OVER	0.00	0.00	0.00	94,900.00	0.00	0.00
TOTAL Revenues		0.00	0.00	0.00	595,598.00	0.00	83.39
Expenditures							
250-000-702.000	SALARY	0.00	0.00	0.00	4,556.00	0.00	0.00
250-000-714.000	EMPLR FICA CONTR	0.00	0.00	0.00	282.00	0.00	0.00
250-000-715.000	EMPLR MEDICARE CONTR	0.00	0.00	0.00	66.00	0.00	0.00
250-000-716.000	UNEMPLOYMENT	0.00	0.00	0.00	228.00	0.00	0.00
250-000-717.000	EMPLR RETIREMENT CONTR	0.00	0.00	0.00	342.00	0.00	0.00
250-000-718.000	WORKER'S COMP	0.00	0.00	0.00	46.00	0.00	0.00
250-000-728.000	OFFICE SUPPLIES	0.00	0.00	0.00	125.00	0.00	0.00
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	0.00	0.00	500.00	0.00	0.00
250-000-826.000	LEGAL FEES	0.00	0.00	0.00	500.00	0.00	0.00
250-000-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00	0.00	0.00	37,953.00	0.00	0.00
250-000-955.000	MISC.	0.00	0.00	0.00	250.00	0.00	0.00
250-000-976.214	LINCOLN ROAD AND BRIDGE	0.00	0.00	0.00	300,000.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	344,848.00	0.00	0.00
Fund 250 - WDDA OPERATING:							
TOTAL REVENUES		0.00	0.00	0.00	595,598.00	0.00	83.39
TOTAL EXPENDITURES		0.00	0.00	0.00	344,848.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	250,750.00	0.00	83.39

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	WEST DDA		2016 AMENDED BUDGET	% BDGT USED	YTD BALANCE 01/31/2015 NORMAL (ABNORMAL)
		ACTIVITY FOR MONTH 01/31/2016 INCREASE (DECREASE)	YTD BALANCE 01/31/2016 NORMAL (ABNORMAL)			
Fund 396 - WDDA G/O DEBT SERVICE FUND						
Revenues						
396-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.00	4.99
TOTAL Revenues		0.00	0.00	0.00	0.00	4.99
Expenditures						
396-000-991.000	BOND - PRINCIPAL	0.00	0.00	33,268.00	0.00	0.00
396-000-996.000	BOND - INTEREST	0.00	0.00	216,732.00	0.00	0.00
396-000-996.001	BOND - PAYING AGENT FEES	0.00	0.00	750.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	250,750.00	0.00	0.00
Fund 396 - WDDA G/O DEBT SERVICE FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	4.99
TOTAL EXPENDITURES		0.00	0.00	250,750.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(250,750.00)	0.00	4.99

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	WEST DDA		2016 AMENDED BUDGET	% BDGT USED	YTD BALANCE 01/31/2015 NORMAL (ABNORMAL)
		ACTIVITY FOR MONTH 01/31/2016 INCREASE (DECREASE)	YTD BALANCE 01/31/2016 NORMAL (ABNORMAL)			
Fund 398 - WDDA SPECIAL ASSESS DEBT SERVICE						
Revenues						
398-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.00	4.52
TOTAL Revenues		0.00	0.00	0.00	0.00	4.52
Fund 398 - WDDA SPECIAL ASSESS DEBT SERVICE:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	4.52
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	4.52
TOTAL REVENUES - ALL FUNDS		0.00	0.00	595,598.00	0.00	92.90
TOTAL EXPENDITURES - ALL FUNDS		0.00	0.00	595,598.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	100.00	92.90

## **Festival of Banners Proposal**

December 16, 2015

Prepared by: Kathy Hill, Executive Director      George Rouman  
Art Reach of Mid Michigan      1405 East Andre Avenue  
111 East Broadway      Mt. Pleasant, MI 48858  
Mt. Pleasant MI 48858      989-773-3435  
989.773.3689

Event Date: Hang banners: week of May 16 – May 20, 2016  
Remove banners: October 2016

Event Location: Downtown Mt. Pleasant - on 195 light poles  
CMU Campus Connection – on 28 light poles  
Union Township – on 78 light poles  
Shepherd – on 32 light poles

Event Partners: Art Reach of Mid Michigan  
City of Mt. Pleasant  
Union Township  
Shepherd

### **Summary:**

Art Reach of Mid Michigan is planning the eighth year of the "Festival of Banners" project. This year the project will include the communities of Shepherd and Union Township and the CMU Campus Connection in addition to downtown Mt. Pleasant. This project will result in three hundred thirty three painted vinyl banners that will be displayed on street light poles in the greater Mt. Pleasant area as well as in Shepherd from May through October 2016. School children, college students, artists and community members will be invited to paint the banners.

These banners will serve as a signature event to highlight the summer activities available in the Isabella County area. 1,000 booklets will be produced that include photos of each banner, business ads, and the names of our sponsors. These booklets will be distributed throughout the county.

The banners will hang in the downtown areas of Mt. Pleasant and Shepherd and in the area just north of the campus of Central Michigan University, and on Pickard Street and a portion of Isabella Road in Union Township. They will attract interest in our community and thus increase attendance at local events.

**Narrative:**

The Festival of Banners was inaugurated in the summer of 2009 upon the request of the Quality of Life Committee of Vision 20/20 for a signature event for our community. The 2016 Festival of Banners will be executed by a dedicated committee of community members. Art Reach of Mid Michigan will again lead and coordinate the endeavor.

The goal of the Festival of Banners is to provide a signature event that brings attention to the Isabella County area and thus informs and encourages visitors to participate in summer activities in the community. The event committee will purchase 333 plain white vinyl banners which will be offered to students, artists and community members to paint. Special attention will be made to assure that elderly citizens who might enjoy painting a banner are included in the event. The theme for 2016 is "I Love where I Live."

Banners and paint will be offered to all approved submissions and will be free to K-12 school students and persons over the age of 65 and will be offered for a \$25 charge to all others. Once the artwork has been deemed appropriate, artists will be encouraged to participate in a coordinated "paint day" which will be arranged by the committee. These paint days will take place at Jameson Hall. Artists may, if they so desire, take the banners home to paint.

In order to thank our event sponsors, the back of each banner will display the name and logo of the sponsoring entities. The sponsors include the City of Mount Pleasant, Union Township, Isabella Bank, Mercantile Bank, Isabella Community Credit Union, Northwest Mutual Life Insurance Company, and the Saginaw Chippewa Indian Tribe.

Festival of Banners  
1405 East Andre Avenue  
Mt. Pleasant, MI 48858

MEMO

TO: Angela Schofield

FROM: George Rouman

SUBJECT: 2016 Festival of Banners

DATE: December 17, 2015

We are now making plans for the 2016 Festival of Banners and are contacting our event sponsors. The Union Township DBA has been a prime sponsor since 2011. We hope that this sponsorship will continue for 2016. We propose to prepare 78 banners to be hung along Pickard Street and a portion of Isabella Road. They will remain in place for the months of June through November.

I have attached a copy of the Festival of Banners Program Plan for the upcoming year for review and consideration by the DDA. I have also included an invoice in the event that the DDA approves participation again. If you have any questions, please let me know. I can be reached at (989) 773-3435 or at mproumans@gmail.com.

Thank you for your help with this request.

**Festival of Banners  
1405 East Andre Avenue  
Mount Pleasant, Michigan 438858**

December 16, 2015

**Invoice**

Please remit the following amount in support of the 2016 Festival of Banners:

Sponsorship Fee	\$2,500.00
74 Banners	3,000.00
Total	\$5,500.00

Your check may be made payable to Art Reach of Mid Michigan, 111 E. Broadway, Mt. Pleasant, MI 48858.

We appreciate the participation of Union Township in the Festival of Banners. If you have any questions, please contact George Rouman at (989) 773-3435.

AGREEMENT BETWEEN THE  
CHARTER TOWNSHIP OF UNION ECONOMIC DEVELOPMENT AUTHORITY  
AND THE MID MICHIGAN AREA CABLE CONSORTIUM

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between the Charter Township of Union Economic Development Authority, hereinafter called "Owner" and Mid Michigan Area Cable Consortium, hereinafter called "Contractor".

Witnessed, that for and in consideration of payments and agreements hereinafter mentioned:

1. Contractor will commence and provide video recording and personnel so as to provide on-site recordings of the Union Township Economic Development Authority not to exceed 20 hours of regular and additional meeting sessions during the calendar year. All other meetings and or requested recorded events outside of these scheduled sessions will be billed on an individual basis.
2. Contractor will furnish the recording system, audio system and camera as needed by Owner. System repairs and updates will be agreed upon by both parties and approved for payment by Owner including but not limited to time and materials. Any repairs or updates requiring technical input will be investigated by Contractor, with payment, upon approval, being made by Owner, including rental or purchase of any necessary support equipment.
3. Contractor will provide recording media stock so as to allow recording and replay of the recorded meetings on Cable Channels 188.
4. Contractor agrees to perform all the work agreed upon and comply with the terms herein for the sum of \$650.00 per year, to be paid once annually. No invoicing will be required.
5. Owner will pay Contractor in accordance with the Standard Specifications and in accordance with the Charter Township of Union's Standard Practice.
6. Owner designates the following staff or their designees to communicate with Contractor regarding regular and special meeting dates to assure availability of Contractor staff: Economic Development Authority(Township Clerk). Annual schedules for meetings shall be provided by the Township clerk in January of each year.
7. The term of this agreement is from January 1, 2016 through December 31, 2016 and is renewable upon mutual agreement. Either party may

terminate this agreement at the end of term without cause upon written notice. This agreement may also be terminated with cause for non performance of contract terms or upon the township ability to video its own meetings.

8. This contract shall be binding upon all parties hereto and their respective executors, administrators, successors, and assigns.

In Witness Whereof, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in duplicate (2), each of which shall be deemed an original on the date first above written.

Mid Michigan Area Cable Consortium

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Carey Hammel  
Operations & Administration Director  
MAC TV Network

Charter Township of Union, Michigan

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Russ Alwood  
Township Supervisor